

POST  
MEETING

## COMMISSION MEETING AGENDA

April 16, 1981, 10 a.m.  
Sacramento Inn - Comstock Room  
1401 Arden Way - At Freeway  
Sacramento, CA 95815  
Phone: (916) 922-8041

APR 21 1981

### CALL TO ORDER

### ROLL CALL OF COMMISSION MEMBERS

### INTRODUCTIONS

#### A. APPROVAL OF MINUTES

1. Regular quarterly Commission meeting January 29, 1981
2. Special Commission meeting February 17, 1981

#### B. CONSENT CALENDAR

##### 1. Receiving Course Certification/Decertification Report

Since the January meeting, there have been 25 new certifications and 5 decertifications.

In approving the Consent Calendar, your Honorable Commission takes official note of the report.

##### 2. Affirming Policy Statements for Commission Policy Manual

Consistent with Commission instructions, statements of policy at previous Commission meetings are resubmitted for affirmation by the Commission at a subsequent meeting. This agenda item covers policy statements developed at the January 29, 1981, meeting.

The staff report and complete policy statement is shown under Tab B.2. covering competitive award for training contracts. The new policy statement requires that a competitive system exist for award of contracts for training course presentation and desires that training be presented in the most cost-effective manner possible consistent with quality, cost, and need considerations.

##### 3. Receiving Information on New Entry Into Regular POST Program

The College of the Sequoias Police Department has been newly formed and approved for entry into the POST Regular Program. A conformance inspection has been conducted and the department found to be in compliance with all requirements of the Regular

## Consent Calendar - cont.

## Program.

This item is on the Consent Calendar for information. In approving the Consent Calendar, your Honorable Commission takes note of receiving this information.

4. Receiving Information on New Entries Into Specialized Program

Procedures provide for agencies to enter the Specialized Program if certain qualifications are met and the category has been previously approved. The two agencies listed below do meet these requirements and have been accepted.

- a. The Calaveras County District Attorney's Office
- b. The California Department of Health Services,  
Investigations Branch

This item is on the Consent Calendar for information. In approving the Consent Calendar, your Honorable Commission takes note of receiving this information.

5. Financial Report, 3rd Quarter 1980/81

The Financial Report for the first three quarters of F.Y. 1980-81 includes statements on revenues accruing to the Peace Officer Training Fund and expenditures made from the Fund for administrative costs and for reimbursement of training costs to eligible jurisdictions.

As with other Consent Calendar items, we invite members of the Commission to take this off the Consent Calendar if there are questions or a desire to discuss financial report contents. Essentially, the report reflects favorable financial information.

This report is on the Consent Calendar for information. In approving the Consent Calendar, your Honorable Commission takes note of receiving this information.

6. Adopting a Resolution Commending General Louis O. Giuffrida,  
Former Director, CSTI

In approving the Consent Calendar, the Commission adopts a resolution recognizing the outstanding service of General Giuffrida in the area of law enforcement training from 1971 to 1980. The Commission orders that the resolution will be presented to General Giuffrida at the appropriate time and place as circumstances permit.

## Consent Calendar - cont.

7. Adopting a Resolution Commending Stan Anderson

Stan Anderson is retiring May 31, 1981, as Director of the Santa Rosa Regional Training Center, a position he has held since 1973. It is fitting the Commission formally recognize Mr. Anderson's many contributions to the field of police training. He was instrumental in developing the Santa Rosa Center which annually trains many hundreds of peace officers. He has assisted POST in many statewide curriculum development and training improvement efforts.

In approving the Consent Calendar, the Commission adopts a resolution recognizing Stan Anderson for his contributions to the field of police training and orders that the Resolution be presented to him at an appropriate occasion on his retirement.

C. CONTRACT APPROVALS

Listed below are a number of contracts for both training and administrative services. The training contracts were approved in concept by the Commission in January. The bulk of the contracts are for F.Y. 1981-82. The contracts are now submitted to your Honorable Commission for final action.

1. DOJ/POST Training Contract

The DOJ/POST Interagency Agreement has been negotiated as the Commission instructed. Under the Agreement, POST has arranged for DOJ to provide California law enforcement agencies with at least 165 presentations of 30 separate certified courses primarily in DOJ's area of expertise. The contract amount of \$594,072 is under the \$619,000 authorized by the Commission at its January meeting, and represents only a 4% increase over the F.Y. 1980-81 contract of \$571,000.

There are four newly developed courses in this agreement that are yet to be certified. The additional courses will provide necessary training in critical areas, such as computer crimes, street gangs, PCP, and narcotic conspiracy.

Selected DOJ courses have been submitted to a request for certification process and responses are under review. The possibility of certification of some of these courses to other vendors could result in additional reduction of this proposed contract amount.

If the Commission concurs, the appropriate action is a MOTION to authorize the Executive Director to prepare and sign a contract with the Department of Justice for services mentioned in an amount not to exceed \$594,072.

2. Executive Development Course Contract

This course is currently presented by California State Polytechnic University, Pomona. At the January meeting the Commission authorized staff to negotiate a contract for five presentations with a total cost not to exceed \$49,500.

The appropriate action of the Commission is a MOTION to authorize the Executive Director to prepare and sign a contract for the presentation of five Executive Development Course offerings for an amount not to exceed \$47,350. This is an increase of 5.7% over the \$44,780 allocated during the 1980-81 F.Y.

3. Management Course Contracts

At the January meeting, the Commission authorized staff to negotiate with five presenters for 21 presentations of the Management Course for Fiscal Year 1981-82. The total cost was not to exceed \$187,000. Negotiations with five vendors has been completed as follows:

<u>Presenter</u>	<u>Presentations</u>	<u>Amount of Contract</u>
CSU, Humboldt	5	\$ 41,620
CSU, Long Beach	5	41,105
CSU, Northridge	3	24,051
CSU, San Jose	3	27,174
San Diego Regional Training Center	5	48,635
Approximate cost of all contracts		\$ 182,585

It is anticipated the final contracts will not exceed \$182,585. The difference in contract amounts is because of variations in salaries, course site rental, training aids used, per diem for instructors, printing and copying costs, and amount of materials.

The appropriate action of the Commission is a MOTION to authorize the Executive Director to prepare and sign individual contracts for the presentation of 21 Management Courses for an amount not to exceed \$182,585. This is an increase of 10% over the \$165,775 allocated during the 1980-81 F.Y.

4. Interagency Agreement with the State College and University System

Following the Commission's authorization to negotiate contracts for systems analyst, programmer services, and data processing services, staff has prepared an interagency agreement with California State

## Contracts - cont.

University System to provide these services. The interagency agreement extends not only for this fiscal year but will permit the encumbering of funds in this year's budget for work to be completed next year.

Included under Tab C.4 is a list of the kinds of projects that were covered in the budget change proposals, or otherwise identified as POST organizational need for which the Commission has indicated resources should be made available. These include development of the POST computer program, development of an information system for POST, preparation of testing relative to the requirements of A.B. 1310, and simplifying reimbursement procedures, among others.

If the Commission concurs, appropriate action would be a MOTION to approve the interagency agreement with the California State University System in an amount not to exceed \$500,000 and authorize the Executive Director to sign the agreement.

5. Administration by Cooperative Personnel Services (CPS) of the POST Proficiency Test

As part of an Interagency Agreement with POST, CPS has been handling all responsibilities associated with the publishing, administration and scoring of the POST Proficiency Test. Analysis of CPS testing activities indicates they have been doing an effective job.

The following is requested:

Continuation of POST's relationship with CPS regarding the administration of the POST Proficiency Test. The cost is not to exceed \$28,000 for F.Y. 1981/82.

The appropriate action if the Commission concurs would be a MOTION to authorize the Executive Director to negotiate and sign a contract for the enumerated services of CPS in an amount not to exceed \$28,000 for F.Y. 1981/82.

## Contracts - cont.

6. Administrative Budget Contracts

Each year there are a number of recurring services needed to support the POST program. These services are routine in nature and provide for analysis of course evaluation responses, audit services, equipment maintenance and microfilming services.

It is recommended that approval be granted to enter into the following contracts:

## Name of Contractor and Services Provided:

- Benetech Inc. \$ 17,000  
 To provide computer analysis of an estimated 30,000 CEI's. Trainee responses are summarized as follows:  
 (1) Item Ranking - weekly, (2) Items Ranked by Mean Response - weekly, (3) Demographic Data - weekly, and (4) Summaries of Items Ranked, Items Ranked by Mean Response and Demographic Data as required.
- State Controller's Office \$ 60,000  
 Audits of 21 local agencies receiving reimbursements.
- Xerox \$ 6,271  
 Routine preventive maintenance, parts and labor for copiers.
- Department of Water Resources \$ 5,500  
 Microfilming of reimbursement claims and application for certificates.
- Wang Laboratories, Inc. \$ 5,400  
 Routine preventive maintenance, parts and labor for Wang System 30 Word Processing System.

Appropriate action if the Commission concurs would be a MOTION for the Executive Director to negotiate and sign contracts for the above-enumerated services.

*Get another copy of  
 controllers proposal  
 How often will larger  
 agencies be audited?*

## Contracts - cont.

7. Benetech, Inc. Contract (Completing F.Y. 1980-81)

The existing contract to process Course Evaluation Instruments (CEI's) with Benetech, Inc., was in the amount of \$8,000. It was anticipated that alternate means of processing CEI's could possibly be developed during the first half of F.Y. 1980-81 and that the \$8,000 would be adequate. Subsequent to approval of the original contract, it was determined that the current evaluation process was the most cost-effective evaluation system available at this time. The use of POST EDP equipment for processing CEI's will not be available for sometime; therefore, it is necessary to request authority to amend the Benetech, Inc., contract from \$8,000 - \$14,000 to complete the F.Y. 1980-81 evaluation process.

Appropriate action if the Commission concurs would be a MOTION to increase the contract with Benetech, Inc., for F.Y. 1980-81 from \$8,000 to \$14,000.

8. POST Automated Information System-Programmer/Analyst, Key Data Operators Contract

Since January 1979, the Commission has authorized the expenditure of \$208,000 for POST's Automated Information System. Of the amount authorized, \$170,680 has been used for bid preparation specifications, programmer/analyst services and key data operators. The remaining amount, \$37,320 has been allocated to computer equipment rental. Commission approval is requested to negotiate a contract to extend the Department of General Services contract for programmer through December 31, 1981 and for key data operators through August 31, 1981.

Appropriate action if the Commission concurs would be a MOTION to authorize the Executive Director to negotiate and sign a contract with the Department of General Services to increase the amount of the contract from \$89,300 to a total of \$177,100 and extend the contract period from June 30, 1981, to December 31, 1981.

9. POST Automated Information System - Computer Rental Contract

Since January of 1979, the Commission has authorized the expenditure of \$208,000 for POST's Automated Information System. Of the amount authorized, \$37,320 has been allocated for computer rental. The remaining amount, \$170,680, has been allocated for bid specification, programmer/analyst services and key data operators.

Commission authority is requested for approval to negotiate a contract with IV/Phase System, Inc., in the amount of \$37,015 for F.Y. 1981-82.

Contracts - cont.

Computer Rental Contract - cont.

Appropriate action if the Commission concurs would be a MOTION to authorize the Executive Director to negotiate and sign a contract with IV/Phase System, Inc., for computer rental in the amount of \$37,015 for F.Y. 1981-82.

10. P.C. 832 Study Contract

The Commission has directed staff to issue an RFP for the study of P.C. 832. The study was directed by SCR 52, 1980.

A POST bulletin was issued in January 1981 requesting interested parties to contact POST. Twenty RFP's were issued as a result of subsequent inquiry. On March 11, 1981, a bidder's conference was held in Sacramento and was attended by 10 vendors.

The timing of the RFP's being received is such that a supplemental staff report will be prepared and presented at the Commission meeting along with a recommendation.

11. Computer-Based Education Study Contract

The Commission has directed staff to issue an RFP to conduct a Computer-Based Education study.

A POST bulletin was issued in January 1981 requesting interested parties to contact POST. Twenty RFP's were issued as a result of subsequent inquiry. On March 11, 1981, a bidder's conference was held in Sacramento and was attended by 10 vendors.

The timing of the RFP's being received is such that a supplemental staff report will be prepared and presented at the Commission meeting along with a recommendation.

12. Executive Director Contract Authority

The State Administrative Manual exempts contracts and interagency agreements of specified dollar amounts from the Department of General Services approval. In August 1980, the specified dollar amount was changed from \$5,000 to \$10,000. Commission policy has been to delegate approval authority to the Executive Director in accordance with the guidelines of the State Administrative Manual.

Appropriate action if the Commission concurs would be a MOTION that Commission Policy B-4 be amended to increase the dollar value of



## Contracts - cont.

contracts and interagency agreements delegated to the Executive Director for approval from \$5,000 to \$10,000. As the Commission is aware, a full cataloging of all contracts, regardless of amount, is brought to the Commission annually at its July meeting for information review purposes.

### D. POST REGULATIONS REVIEW

State laws require state regulatory agencies to conduct a comprehensive review of all existing regulations based on five standards: necessity, authority, clarity, consistency, and reference.

A POST Staff Committee was established to coordinate the review process, and the Advisory Committee was asked by the Commission to conduct a public review of the Commission Regulations. A public meeting was held March 12, 1981. The findings of the Staff Committee, Advisory Committee, and public meeting are being submitted for Commission review.

Any recommended amendments or repeals resulting from this review must be considered through the regular public hearing process as required under the State Administrative Procedures Act. Staff is, therefore, recommending a public hearing be scheduled for the October Commission meeting for this purpose, as well as for any other proposed amendments or adoptions that may be necessary at that time.

The staff report on this item will be primarily to answer any questions that members of the Commission may have relating to the wording of the Regulations. It is emphasized that the intent has not been to change the meaning of any of the Regulations, rather to state them more simply and eliminate redundancies. A copy of the newly worded Regulations is included in the agenda packet for your review prior to the meeting under Tab D.

The recommended action by the Commission would be a MOTION to approve the findings for amendment of the Regulations and set the matter for public hearing at the October, 1981, Commission meeting in Sacramento.

### E. PROPOSED REGULATIONS - NONDISCRIMINATION IN STATE SUPPORTED PROGRAMS AND ACTIVITIES

Article 9.5 of the Government Code requires POST to assure nondiscrimination in the programs and activities which are funded directly by the State or receive financial assistance from the State.

The purpose of Article 9.5, expressed in Government Code Section 11135, is to ensure that no person is unlawfully denied the benefits of, or unlawfully subjected to discrimination under, any program or activity that is funded directly by the State or that receives any financial assistance from the State.

## Proposed Regulations - cont.

Due to a technicality in the law, there is a question as to whether POST is actually required to adopt regulations under the provisions of Government Code Section 11138. However, there is no question as to the applicability of other provisions of Article 9.5 in which POST is required to prohibit discrimination under its programs and activities and to conduct investigations, hearing, and, if necessary, curtail financial support.

The Attorney General advises that the alternative to adopting Regulations is the requirement to act within the Regulations adopted by the Secretary of the Health and Welfare Agency with the concurrence of the Fair Employment and Housing Commission which are 37 pages in length and consist of 90 sections.

The proposed Regulations for POST were developed from the Attorney General's proposed Regulations and closely follow the Attorney General's format with amendments appropriate to the Commission.

POST is required to submit proposed Regulations to the Secretary of the Health and Welfare Agency for review and comment by May 4, 1981.

This is before the Commission for information purposes. No specific action is required at this time.

Following any necessary alterations and additional review by the Attorney General, the proposed regulations will again be submitted to the Commission in July for approval with a recommendation to set the public hearing in October. Final Commission action will follow the public hearing.

### F. ADVISORY COMMITTEE

Barbara Ayres, Chairperson of the Advisory Committee, will report on the March 12, 1981, meeting of the Advisory Committee and other Advisory Committee business.

### G. LEGISLATIVE REVIEW COMMITTEE

A report on the Committee's recommendations resulting from its April 16, 8 a.m. meeting will be presented by the Committee Chairman, Robert Edmonds.

### H. TRAINING NEEDS ASSESSMENT - FINAL REPORT

At the January 17, 1980, meeting, the Commission approved the concept of the POST Resource Management System which included training needs assessment. With input from key professional law enforcement organizations, a survey was subsequently designed and distributed in November

## Training Needs Assessment - cont.

1980 to all law enforcement agencies participating in the POST Regular Program including 353 police departments, 58 sheriffs' departments, and 26 state college and university police departments. Of the 437 total surveys distributed, 420 or 96% were returned by December 1, 1980. The data was tabulated and preliminary results presented to the Commission at its January 1981 meeting.

Following the written survey phase of the Needs Assessment, 15 regional, one-day conferences were held during February and March at varying locations throughout the State. All department heads, training managers, and course presenters were invited to participate. The conferences served to present preliminary survey results but more importantly to obtain additional qualitative input on issues relevant to the POST training program. Over 292 persons representing 234 agencies attended the conferences including 40 police chiefs and sheriffs.

This combined process has resulted in a number of suggestions relating to POST policies, procedures and training courses. For ease of reference, these suggestions are summarized on Attachment A under Tab G.

Attachment B is a proposed action plan for addressing the major suggestions. So that the work of analyzing and implementing the suggestions of the Needs Assessment progress consistent with the Commission's wishes, the action plan spreads follow-up work out over the next three Commission meetings. We invite the Commission to review the timing priorities and make changes as appropriate. The central idea is to allow staff sufficient time to deal with the directions of the Commission and report back over the next three meetings with specific implementation recommendations.

The recommended action to the Commission is a MOTION to:

1. Accept the final report on the Training Needs Assessment and approve its distribution to all law enforcement agencies and course presenters, and
2. Approve the suggested action plan for addressing issues raised in the training needs assessment and report back to the Commission accordingly.

# I. QUALITATIVE EVALUATION OF OFFICER SAFETY/FIELD TACTICS COURSE

At the October 23, 1980, meeting, the Commission directed staff to conduct a qualitative evaluation of Officer Safety Courses, including those presented by the California Specialized Training Institute (CSTI). The Commission was particularly interested in the comparative course quality between tuition and non-tuition charging institutions. An evaluation has been conducted by staff based upon a standardized methodology

## Qualitative Evaluation - cont.

and criteria. Results suggest the courses are of high quality with minimal differences. Based upon the results, staff will continue to encourage course certifications by non-tuition presenters and follow suggested, specific guidelines for the certification of Officer Safety/Field Tactics Courses.

The recommended action by the Commission is a MOTION to approve the report.

J. SYMPOSIUM ON PROFESSIONAL ISSUES -- FOLLOW-UP

The Symposium on Professional Issues in Law Enforcement was held on October 1-3, 1980. It was jointly sponsored by POST, CPOA, and PORAC and financed by POST. The Symposium resulted in the identification of 21 issues which should be addressed in the interest of professionalization of California law enforcement. The Commission, at its October 1980 meeting, received a report on the Symposium and approved the appointment of an ad hoc Professionalization Coordinating Committee consisting of representation by POST, PORAC, and CPOA to research 15 of these issues.

The Committee has met twice and has appointed six task forces to address six clusters of the 15 issues. Each of the task forces is meeting in March and April and will report their findings to the Professionalization Coordinating Committee on April 15. These in turn will be submitted to the Commission for consideration on April 16, 1981.

Because of scheduling considerations, no final reports are available to be included as part of the agenda packet. Therefore, the Commission will receive the report of the Professionalization Coordinating Committee at the meeting.

K. POLICY FOR NEW CATEGORY - AIRPORT POLICE (Specialized Program)

With the new provisions of Section 830.4(k) of the California Penal Code, city and county airport police districts may employ peace officers. There are approximately six airport districts immediately eligible to participate in the POST Specialized Program. It is anticipated other city and county airports will establish police departments and will apply to enter the Specialized Program.

Some departments are presently adhering to POST standards and have requested to be admitted into the Specialized Program. This can be done upon authorization by the Commission as the airport police district would be a new category within the Specialized Program. POST will conduct appropriate inspections of the departments to determine adherence to POST standards. As with all Specialized Program participants, there

# Airport Police - cont.

is minimal fiscal impact to the Peace Officer Training Fund. The fiscal impact is in the administrative area represented by staff work. The Specialized Program is not reimbursable from the Aid to Local Government budget.

Appropriate action if the Commission concurs would be a MOTION to include the city and county airport police category to participate in the POST Specialized Program.

## L. CORRESPONDENCE

Robert Coombs, one of the public members of the Advisory Committee, has submitted correspondence requesting his appointment on the Advisory Committee not be renewed when it expires in September, 1981.

## M. NOMINATING COMMITTEE REPORT AND ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

The Commission previously established this April meeting for the election of Commission officers. It is anticipated Commissioner Kolender, Chairman of the Nominating Committee, will make a report prior to the Commission's proceeding with the election process.

## N. OLD/NEW BUSINESS

## O. PROPOSED DATES OF FUTURE COMMISSION MEETINGS

July 16-17, 1981, Bahia Motor Hotel, San Diego  
 October 22-23, 1981, Holiday Inn, Holidome, Sacramento  
 January 21-22, 1982, Kona Kai Club, San Diego  
 April 15-16, 1982, Location to be decided

## P. ADJOURNMENT

State of California  
Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

MINUTES

January 29, 1981  
Hilton Hotel, Mission Bay, San Diego

The meeting was called to order at 10 a.m. by Chairman Trives. A calling of the roll indicated a quorum was present.

Commissioners Present:

Nathaniel Trives	- Chairman
Jay Rodriguez	- Vice-Chairman
Al Angele	- Commissioner
Robert Edmonds	- Commissioner
Jacob Jackson	- Commissioner
William Kolender	- Commissioner
Joseph Trejo	- Commissioner
John Van de Kamp	- Commissioner
Joe Williams	- Commissioner
Rod Blonien	- Attorney General Representative

Absent:

Robert Vernon - Out of State

Also present:

Barbara Ayres, Chairman, POST Advisory Committee, representing Women Peace Officers' Association

Staff present:

Norman Boehm	- Executive Director
Dave Allan	- Chief, Information Services
Ronald Allen	- Chief, Field Services
Don Beauchamp	- Legislative Liaison
Gene De Crona	- Senior Consultant, Training Program Services
John Davidson	- Chief, Administrative Services
Glen Fine	- Chief, Training Program Services
Bradley Koch	- Deputy Director
John Kohls	- Chief, Standards & Evaluation Services
Jim Phillips	- Administrative Services
Gerald Townsend	- Deputy Director
George Williams	- Chief, Management Counseling
Brooks Wilson	- Chief, Special Services
Imogene Kauffman	- Executive Secretary

## Visitors' Roster:

James Bastis	- California Peace Officers' Association (CPOA)
Chuck Conaway	- Orange County Sheriff's Department
Brad Darting	- Kern County Sheriff's Department
L. O. Giuffrida	- California Specialized Training Institute (CSTI)
P. M. Halldran	- Law Enforcement Research Association (LERA)
Thomas D. Hinton	- CPOA
Herb Hoover	- Department of Justice
Bob Jones	- Lieutenant, San Diego Police Department
Richard Klapp	- San Francisco Police Department
Richard Lucero	- Peace Officers' Research Association of Calif.
Joe McKeown	- Contra Costa Criminal Justice Training Center
Roger L. Neuman	- Chief of Police, San Luis Obispo, representing California Police Chiefs' Association
Carolyn Owen	- Kellogg West, Cal Poly University, Pomona
Phil Pounders	- San Bernardino Police Department
Earle Robitaille	- Chief of Police, Huntington Beach Police Department
George Rush	- Director, Center for Criminal Justice, CSU, L.B.
J. Winston Silva	- California Community Colleges; POST Advisory Committee
Fred Villella	- CSTI
Robert Wasserman	- President, CPOA
Dr. Herman Wiles	- Systems Development Corporation
Shelby Worley	- Riverside Sheriff's Department

INTRODUCTIONS AND ACKNOWLEDGEMENTS

Retired Commissioner Brad Gates, Sheriff, Orange County, was introduced and presented a POST Commission Appreciation Plaque.

A. APPROVAL OF MINUTES

1. Regular quarterly Commission meeting October 23, 1980.
2. Special Commission meeting November 21, 1980.

MOTION - Kolender, second - Jackson, carried unanimously for approval of the minutes of the October 23 and November 21, 1980, Commission meetings.

B. CONSENT CALENDAR

MOTION - Kolender, second - Rodriguez, carried unanimously for approval of the following Consent Calendar items:

1. Receiving Course Certification/Modification/Decertification Report

Since the October meeting, there were 27 new certifications, 26 modifications, and 9 decertifications. The Report is made Attachment "A" of these minutes.

## Consent Calendar - cont.

2. Affirming Policy Statements for Commission Policy Manual

The following policy statements for Commission Policy Manual were affirmed:

## a. Travel Reimbursement - Cost Effective Options

"In those cases where circumstances show it to be more cost effective to the jurisdiction and a more prudent use of the P.O. T. F., allow payment of the less expensive method of reimbursement upon the approval of the Executive Director."

## b. Certified Course Presenters -- Out-of-State

Qualified out-of-state course presenters may be considered for certification.

(Note: Staff assumes such courses would be presented in California.)

## c. Per Diem and Mileage Reimbursement

Reimbursement from the Aid to Cities and Counties Budget for per diem and mileage allowances for out-of-pocket travel expenses will be based on the maximum amount allowed under the State Board of Control rules.

3. Amending Commuter Trainee Meal Allowance

Amend PAM Section E-5-7(e) to raise the commuter meal allowance not to exceed \$5.50 per instructional day, effective with courses starting March 1, 1981.

4. Receiving Progress Report on the Training Needs Assessment

A synopsis of tentative survey results was presented. A more detailed analysis of survey results will be distributed at the April 16, 1981, Commission meeting.

5. Receiving Basic Academy Driver Training - Status Report

The report indicated all 28 certified basic academies are believed to be in compliance with driver training performance objectives. Most academies are providing behind-the-wheel training using their own trainers and facilities. The Commission approved the report and the continuance of the existing driver training delivery system.



## Consent Calendar - cont.

6. Authorizing Flexible Scheduling of Basic Course Equivalency Exam Regulation Change Public Hearing

The Commission gave staff discretion to schedule a public hearing for July or October, 1981, depending on circumstances that occur during BCEE development.

C. FINANCIAL REPORT, 2nd Quarter 1980/81

This report included report statements of analyses of the change in the POTF Accumulated Surplus for the 2nd Quarter of F. Y. 1980/81; Revenue; and a statement of Distribution of Reimbursement. The statements are made Attachment "B" of these minutes.

D. PROPOSED REVISION OF PAM PROCEDURE F-2, CANCELLATION OF PROFESSIONAL CERTIFICATES -- ELIMINATING PUBLIC HEARING IN FELONY CASES

POST was advised by legal counsel in the Attorney General's Office that POST should revise the Commission's present procedure which provides for a hearing before cancellation of a certificate that has been issued to a person who has been convicted of a felony.

Penal Code Section 13510.1(f) states: "The Commission shall cancel certificates issued to persons who have been convicted of, or entered a plea of guilty or nolo contendere to, a crime classified by statute or the Constitution as a felony".

Counsel advised that the statute does not authorize any discretion by the Commission and suggested amending PAM Procedure F-2 accordingly.

MOTION - Van de Kamp, second - Angele, carried  
unanimously to approve the amendment of PAM,  
Procedure F-2, effective immediately.

The proposed amendments are made Attachment "C" of these minutes.

# E. COMPETITIVE POLICY ON CONTRACT COURSES

Commissioner Rodriguez, Chairman of the Contract Committee, reported that at the last meeting of the Contract Committee on January 9, 1981, the following policy was approved to be recommended for adoption by the Commission:

"As a matter of policy, the Commission desires that a competitive system exist for award of contracts for training course presentation and desires that training be presented in the most cost-effective manner possible consistent with quality, cost and need consideration. All requests for Commission approval of contracts for training course presentations must include:

1. Description of the process used to identify the presenter and an assessment of interest and capability of other vendors.
2. An analysis of the cost-effectiveness of the contract proposal.
3. An assurance that the approach is in harmony with state requirements."

MOTION - Rodriguez, second - Edmonds, carried unanimously for adoption of the above policy.

# F. PROPOSED CONTRACTS FOR F. Y. 1981/82

1. Department of Justice/POST Training Contract (Interagency Agreement)

MOTION - Edmonds, second - Rodriguez, motion carried (Blonien abstaining) that the Commission authorize the Executive Director to negotiate an Interagency Agreement with DOJ not to exceed \$619,000, to be presented to the Commission at its regular meeting in April 1981.

2. Legislative Update Manual

The Executive Director read correspondence dated January 26 from Tom Hinton, Executive Director, C.P.O.A., which stated, "It is our intent to produce the Legislative Update Manual as a service to law enforcement. It would be best if we do not seek any contractual assistance from POST."

MOTION - Edmonds, second - Trejo, carried unanimously to remove this item from the agenda.

Upon question from Commissioner Van de Kamp as to the intent of the motion, Mr. Hinton responded that it would be their intent to retain involvement and input of the Attorney General's Office as well as that of POST.

## Contracts - cont.

3. Executive Development Course

MOTION- Kolender, second - Rodriguez, motion carried (Edmonds abstaining), that the Commission authorize the Executive Director to enter into a contract with Cal-Poly Kellogg Foundation to present five presentations of the Executive Development Course during F.Y. '81/82, not to exceed \$49,500, to be returned to the Commission at the April meeting for final approval.

4. Management Course Contracts - F.Y. 1981/82

MOTION - Kolender, second - Trejo, carried unanimously that the Commission authorize the Executive Director to enter into contracts with the current five contractors to present 21 presentations of the Management Course during F.Y. 1981/82, not to exceed a total of \$187,000, to be returned to the Commission at the April meeting for final approval. The five presenters are:

California State University, Humboldt  
 California State University, Long Beach  
 California State University, Northridge  
 California State University, San Jose  
 Regional Training Center, San Diego

5. Interagency Agreement - PCP Training, U.C.L.A.

MOTION - Edmonds, second - Angele, motion carried (Noes: Jackson and Kolender) to authorize the Executive Director to negotiate and sign an Interagency Agreement for four presentations of PCP "Training of Trainers" courses, at a total cost not to exceed \$19,420.

Commissioner Van de Kamp voiced concern of administrative problems regarding Interagency Agreements and made the following motion:

MOTION - Van de Kamp, second - Angele, carried unanimously that as contract negotiations are made that UCLA be informed of the limitations of the contract process and that in the future they operate on a certification basis. Staff is to advise them as to how the certification process works.

6. Systems Analyst and Programmer Services

MOTION - Van de Kamp, second - Williams, motion carried (Blonien abstaining) for approval of the following:

1. Authorize the Executive Director to negotiate and sign a contract to provide the services of a systems analyst and

## Contracts - cont.

a programmer to perform data analysis associated with the Standards and Evaluation Bureau project for the balance of this fiscal year not to exceed \$50,000.

2. Authorize the Executive Director to negotiate a contract for these services for F. Y. 1981/82 not to exceed \$100,000 and report back in April, 1981.

7. Data Processing Services

MOTION - Van de Kamp, second - Angele, motion carried (Blonien abstaining) to authorize the Executive Director to prepare and sign a contract for data processing services for this fiscal year in an amount not to exceed \$30,000 and to authorize the Executive Director to negotiate a contract for this type of service for F. Y. 1981/82 not to exceed \$50,000 and to report back on this contract in April for Commission action.

8. Administration and Scoring of the POST Training Proficiency Test Contract

MOTION - Angele, second - Van de Kamp, carried unanimously for POST to contract with Cooperative Personnel Services of the State Personnel Board to have the POST Training Proficiency Test duplicated, scheduled, shipped, proctored, tabulated, scored and stored for the remainder of the 1981 F. Y. The cost of the contract would be not to exceed \$11,500.

Further, if this arrangement proves satisfactory, POST continue to contract with CPS for the same services for F. Y. 1981/82. The total cost of such a contract would be approximately \$25,000. A final recommendation concerning continuation of the contract with CPS will be made at the April Commission meeting.

- G. CSTI REPORT AND FUNDING STATUS

1. Report on Audit

As directed by the Commission at the October 1980 meeting, an audit of CSTI was completed. The following conclusions were reached:

- Course presentation cost is higher than many other institutions.
- Some course budgets exceed POST Tuition Guidelines as follows:

Coordination: POST Tuition Guidelines set maximum amounts for coordination for both precourse and on-site coordination. Coordination costs in CSTI budgets for management and terrorism courses are in excess of the guidelines; however, the coordination

## CSTI Report - cont.

of these courses to this extent is necessary in context of CSTI's course management approach and contributes to the high course quality. Coordination cost for other courses appears to be within the guidelines.

Indirect Cost: POST Tuition Guidelines set 15% as the maximum amount allowable for indirect charges. CSTI budgets far exceed that maximum. The amount can vary from 59% for total POST funds expended to 105% for total annual expenditures.

The indirect costs include an unidentified amount of staff time spent for course maintenance, pre-instructional preparation and staff travel time to and from course sites.

- The identified high costs of coordination, instruction, and presumed higher-than-ordinary costs of preparation and course maintenance directly contribute to the high quality of training.

MOTION - Kolender, second - Edmonds, carried unanimously that the report be received and filed.

2. Qualitative Evaluation of Officer Safety/Field Tactics (OSFT) Courses Preliminary Progress Report

At the October 1980 Commission meeting, the Commission requested that staff conduct a qualitative evaluation of OSTF courses presented by CSTI and other presenters. To date, staff has been able to evaluate only CSTI and LERA courses. Both appear to be excellent in instructional content. Because other presenters are just beginning OSFT instruction, their course presentations will be evaluated and a complete report will be presented at the April 1981 Commission meeting.

3. Request For Funding, 4th Quarter, F. Y 1980/81

MOTION - Edmonds, second - Trejo, carried unanimously that for purposes of continuity of training and to complete the current fiscal year training program, the Commission authorize the Executive Director to negotiate and sign a three-month agreement with the Military Department (CSTI) not to exceed \$148,400.

4. F. Y. 1981/82 CSTI Funding

MOTION - Jackson, second - Rodriguez, carried unanimously that there be no Interagency Agreement with CSTI in the 1981/82 Fiscal Year, and that all courses meeting POST approval be certified with or without reimbursable tuition, consistent with POST tuition guidelines.

## H. LEGISLATIVE REVIEW COMMITTEE

Commissioner Edmonds, Chairman of the Legislative Review Committee, reported that the Committee had met at 8 a.m. on this date (Edmonds, Kolender, Trives, plus the Executive Director and Don Beauchamp). After a discussion on proposed legislation affecting POST, the Committee agreed on the following recommendation to the Commission:

"It is recommended that the Commission meet as a committee of the whole on February 17, 1981, at 12 Noon in Los Angeles to discuss and act on proposed legislation relating to POST. Any action on staff recommendations concerning pending legislation is deferred until that time."

MOTION - Edmonds, second - Trejo, carried unanimously for approval of the Legislative Committee's recommendation.

## I. SYMPOSIUM ON PROFESSION ISSUES Follow-up Planning Meeting Report

Chairman Trives reported that the Professionalization Committee had met on January 28. The meeting was very productive and the work of this Committee is moving right along. Brooks Wilson and Denise Delgado were commended on the excellent staff work they are doing.

## J. AMENDMENTS TO THE COMMISSION'S RULES OF ORDER AND PROCEDURE TO CONFORM WITH EXISTING LAW

S.B. 1850, which became effective January 1, 1980, amended a number of sections of the Government Code which impact on the Commission's Rules of Order and Procedure. The current document was provided reflecting the recommendations.

MOTION - Rodriguez, second - Trejo, carried unanimously that the Commission adopt the suggested amendments, additions, and deletions to its Rules of Order and Procedure as submitted. (The document setting forth the suggested amendments is on file at POST headquarters.)

## K. ADVISORY COMMITTEE

Barbara Ayres, newly elected Chairman of the POST Advisory Committee, reported on the December 16, 1980, meeting. The Advisory Committee concluded the following:

1. The Advisory Committee is adequately and properly constituted.
2. PORAC and COPS adequately represent law enforcement labor.
3. The Advisory Committee presently represents all segments that should be represented.
4. The size of the Advisory Committee be reduced to 14 members by

## Advisory Committee - cont.

reducing the total number of public members to two and that this action be accomplished by not reappointing a public member to the next position vacated by one of the three current public members.

MOTION - Jackson, second - Kolender, carried unanimously to receive the report of Advisory Committee Chairman Ayres.

L. CORRESPONDENCE1. Appeal of Val Arnett

The attorneys for Val Arnett were requesting a special meeting of the Commission to hear an appeal of the denial of certificate to their client. The Executive Director referred to correspondence received from counsel to Mr. Arnett stating that they did not want now to have a special meeting and that hearing the appeal at the April meeting will be satisfactory. If the appeal is still under consideration at that time, it will be heard in April.

2. Sacramento Police Department Appeal from Claim Reduction Per POST Regulation 1015 (b)

Reimbursement claims for the basic training of 15 Sacramento Police Department paraprofessional personnel were submitted more than 90 days late and were subsequently reduced by 25% as specified in POST regulations. The Police Department submitted a letter appealing the claim reduction and requesting reinstatement of the reduced funds.

MOTION - Kolender, second - Willaims, motion carried (Jackson abstaining) that the appeal be denied.

M. OLD/NEW BUSINESS• Election of Officers Nominating Committee.

Chairman Trives stated that inasmuch as the election of officers will take place at the April meeting, in order to avoid confusion and to assist in this election, a Nominating Committee was being appointed consisting of Commissioner Kolender to chair and Commissioners Van de Kamp and Angele as members. This Committee is to contact every member of the Commission to seek their desires as it relates to Chair or Vice-Chair and present the report to the Commission at the April meeting.

N. PROPOSED DATES OF FUTURE MEETINGS

April 16-17, 1981, Sacramento Inn, Sacramento  
 July 16-17, 1981, Bahia Motor Hotel, San Diego  
 October 22-23, 1981 - Holiday Inn, Holidome, Sacramento  
 January 21-22, 1982 - Kona Kai Club, San Diego

O. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 11:35 a.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Imogene Kauffman".

Imogene Kauffman  
Executive Secretary



Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Course Certification/Modification/Decertification Report		Meeting Date January 29-30, 1981
Division Operations	Division Director Approval <i>Bradley W. Koch</i>	Researched By Bradley W. Koch
Executive Director Approval <i>Howard C. Behm</i>	Date of Approval 13 January 1981	Date of Report January 5, 1981
Purpose: Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page \_\_\_\_\_).

The following courses have been certified, modified or decertified since the October 23-24 1980 Commission Meeting:

CERTIFIED

Course Title	Presenter	Course Category	Reimbursement Plan	Fiscal Impact
1. Arson for Profit Investigation	U.S. Treasury Dept., Bureau of Alcohol, Tobacco & Firearms	Technical	IV	\$ 6,192
2. Jail Operations Type I Facilities	Rio Hondo College	Technical	IV	\$ 13,932
3. Asset Management for Unusual Incidents	FBI, Sacramento	Technical	IV	\$ 1,858
4. Hostage Negotiations, Basic	NCCJTES, Butte Center	Technical	IV	\$ 2,475
5. Crime Prevention	Moorpark College	Technical	IV	\$ 1,857
6. Traffic Accident Investigation	Moorpark College	Technical	II	\$ 9,096
7. Supervisory Update	Moorpark College	Supervisory Seminar	IV	\$ 3,720
8. Background Investigation	Moorpark College	Technical	IV	\$ 1,857
9. Field Training Officer Course	LASO	Technical	II	\$ 55,715
10. Peace Officer Tactical Safety	Law Enforcement Research Assoc.	Technical	III	\$ 30,500

Utilize reverse side if needed

Attachment "A"

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
11.	Communication and Conflict Workshop for Trainers	San Diego Regional Training Center	Technical	III	\$ 8,256
12.	Advanced Officer	San Diego Reg. Trng. Center	Advanced Officer	II	\$ 67,415
13.	Officer Safety Field Tactics Training	NCCJTES, Los Medanos College	Technical	IV	\$ 12,384
14.	P. C. 832	Merritt College	Approved	IV	\$ -0-
15.	Officer Safety Field Tactics	Gavilan College	Technical	IV	\$ 8,256
16.	Police Administrative Seminar	NCCJTES, Santa Rosa	Management Seminar	IV	\$ 2,141
17.	Supervising the Police Traffic Control Function	NCCJTES, Santa Rosa	Technical	IV	\$ 5,779
18.	The Patrol Aspects of Traffic Law Enforcement	NCCJTES, Santa Rosa	Technical	IV	\$ 5,779
19.	Officer Safety Field Tactics Training	Modesto Reg. Crim. Justice Trng. Center	Technical	IV	\$ 2,580
20.	Police Canine Handler Course	Long Beach Police Dept.	Technical	IV	\$ 12,384
21.	Emergency Vehicle Operations	NCCJTES, Santa Rosa	Technical	IV	\$ 6,687
22.	Officer Safety Field Tactics	NCCJTES, Santa Rosa	Technical	IV	\$ 8,256
23.	Baton Training (PR-24)	College of the Sequoias	Technical	IV	\$ 750

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
24.	Oral & Written Communications	Glendale Comm. College	Technical	IV	\$ 400
25.	Reserve Training, Level I, Module C	San Bernardino Sheriff's Dept.	Approved	N/A	\$ -0-
26.	Reserve Training, Level II, Modules A & B	San Bernardino Sheriff's Dept.	Approved	N/A	-0-
27.	Effective Report Writing	Riverside City College	Technical	IV	\$ 3,715

MODIFIED

1.	Basic Course	NCCJTES, Los Medanos College	Basic	I	\$ 103,794
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Description of Change: Approved for extended format.

2.	Criminal Investigation Course	Chapman College	Technical	III	\$ 24,237
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Description of Change: Approved for one additional presentation.

3.	Basic Course	San Bernardino Sheriff's Dept.	Basic	II	\$ 246,513
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Description of Change: Increased maximum enrollment from 45 to 80.

4.	Auto Theft Investigation	NCCJTES, Sacramento Center	Technical	II	\$ 12,507
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Description of Change: Increased maximum enrollment from 25 to 30.

5.	Adv. Auto Theft Investigation	NCCJTES, Sacramento Center	Technical	IV	\$ 5,676
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Description of Change: Increased maximum enrollment from 25 to 30.

6.	Basic Course	Fresno City College	Basic	II	\$ 121,096
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Description of Change: Approved for extended format.

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
7.	Advanced Officer	Chaffey College	Advanced Officer	II	\$ 18,960
	<u>Description of Change:</u> Approved for one additional presentation.				
8.	Defensive Driving, Emergency Vehicle, Advanced	NCCJTES, Butte Center	Technical	IV	\$ 12,380
	<u>Description of Change:</u> Approved for eight additional presentations.				
9.	Child Abuse	USC	Technical	III	\$ 18,202
	<u>Description of Change:</u> Reduced maximum enrollment from 24 to 20.				
10.	Juvenile Justice Update	USC	Technical	III	\$ 4,128
	<u>Description of Change:</u> Reduced maximum enrollment from 24 to 20.				
11.	Homicide Investigation	CSU, San Jose	Technical	I	\$ 22,740
	<u>Description of Change:</u> Approved for one additional presentation.				
12.	Law Enforcement Modular Training	CSTI	Technical	IV	\$ 5,750
	<u>Description of Change:</u> Increased number of presentations from 25 to 50.				
13.	Program Evaluation & Review Techniques	CSU, Long Beach	Technical	III	\$ 2,476
	<u>Description of Change:</u> Approved for one additional presentation.				
14.	Civil Process	Allan Hancock College	Technical	II	\$ 10,936
	<u>Description of Change:</u> Increased course hours from 32 to 40.				
15.	Advanced Officer	Orange Co. Sheriff's Department	Advanced Officer	II	\$ 61,798
	<u>Description of Change:</u> Approved for five additional presentations.				

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
16.	Basic Course	Golden West College	Basic	I	\$ 259,488
	<u>Description of Change:</u> Approved for extended format.				
17.	Adv. Boating Safety & Enforcement	Dept. of Boating & Waterways	Technical	IV	\$ 9,290
	<u>Description of Change:</u> Approved for one additional presentation.				
18.	Field Training Officer	NCCJTES, Redwoods	Technical	II	\$ 37,520
	<u>Description of Change:</u> Approved for one additional presentation.				
19.	Management Update	NCCJTES, Los Medanos	Management Seminar	IV	\$ 3,096
	<u>Description of Change:</u> Approved for one additional presentation.				
20.	Reserve Training, Module B	Sierra Community College	Approved	N/A	\$ -0-
	<u>Description of Change:</u> Increased course hours from 90 to 104.				
21.	Basic Course	NCCJTES, Los Medanos College	Basic	I	\$ 103,794
	<u>Description of Change:</u> Increased course hours from 520 to 560.				
22.	Basic Course	NCCJTES, Butte Center	Basic	I	\$ 212,615
	<u>Description of Change:</u> Increased course hours from 480 to 610.				
23.	Officer Survival	San Bernardino Sheriff's Dept.	Technical	III	\$ 22,292
	<u>Description of Change:</u> Increased course hours from 54 to 65.				
24.	Advanced Officer	Glendale Community College	Advanced Officer	II	\$ 24,577
	<u>Description of Change:</u> Decreased number of presentations from eight to seven.				

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
25.	Disaster Management Training	San Diego Reg. Trng. Center	Management Seminar	III	\$ 20,800

Description of Change: Approved for additional presentations.

26.	Speed from Skidmarks	CHP	Technical	IV	\$ 30,016
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Description of Change: Approved for one additional presentation.

DECERTIFIED

1.	Advanced Officer	San Diego Police Dept.	Advanced Officer	II	\$ -0-
2.	Advanced Officer	San Diego Sheriff's Department	Advanced Officer	II	\$ -0-
3.	Basic Course	San Diego Police Dept.	Basic	II	\$ -0-
4.	Interim Driver Training	NCCJTES, Butte Center	Technical	III	\$ -0-
5.	Basic Recruit Driver Trng.	Sacramento LETC	Technical	III	\$ -0-
6.	Change Agent	USC	Exec. Dev.	III	\$ -0-
7.	Personal Growth & Career Development	USC	Exec. Dev.	III	\$ -0-
8.	Organizational Development	USC	Exec. Dev.	III	\$ -0-
9.	City Mngr/Police Chief Team Dev.	USC	Exec. Dev.	III	\$ -0-

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
PEACE OFFICER TRAINING FUND

ANALYSIS OF CHANGE IN ACCUMULATED SURPLUS  
FOR THE QUARTER ENDING DECEMBER 31, 1980

Resource

Accumulated Reserve: July 1, 1980	\$4,991,738.73	
Less Correction Journal Entry 6-9	<u>5,181.94</u>	
Corrected Accumulated Reserve		\$4,986,556.79
Revenue July 1, 1980 through December 31, 1980		<u>7,402,671.37</u>
Total Resources		\$12,389,228.16

Expenditures

Administrative Costs		
Cash Disbursed	\$1,440,168.03	
Debts to be Paid	<u>1,530,649.22</u>	
Total Administrative Costs		\$2,970,817.25
Aid to Local Governments		
Training Claims Paid	\$2,840,292.63	
Training Claims to be Paid	2,221,325.59	
Contractual Services Paid	246,091.60	
Contractual Services to be Paid	1,351,839.98	
Letters of Agreement and		
Room Rentals Paid	<u>18,260.81</u>	
Aid to Local Government		\$6,677,810.61
Prior Year Net Expenditures		<u>-142,319.66</u>
Total Expenditures		<u>\$ 9,506,308.20</u>
Subtotal, Accumulated Reserve		\$ 2,882,919.96
Plus Reimbursements		<u>91,243.00</u>
Accumulated Reserve, December 31, 1980		<u><u>\$ 2,974,162.96</u></u>

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

PEACE OFFICER TRAINING FUND

STATEMENT OF REVENUE  
1980-81 FISCAL YEAR

DECEMBER 31, 1980

<u>MONTH</u>	<u>TRAFFIC</u>	<u>CRIMINAL</u>	<u>SURPLUS INVESTMENT AND OTHER</u>	<u>TOTAL</u>
JULY	\$1,005,966.53	\$ 461,647.01	\$ 8,380.00	\$1,475,993.54
AUGUST	586,493.64	271,555.75	1,908.53	859,957.92
SEPTEMBER	836,256.59	465,416.93		1,301,673.52
OCTOBER	924,249.07	416,441.65	4,309.48	1,345,000.20
NOVEMBER	532,406.55	319,915.16		852,321.71
DECEMBER	<u>1,040,145.22</u>	<u>527,579.26</u>	<u>                    </u>	<u>1,567,724.48</u>
	\$4,925,517.60	\$2,462,555.76	\$14,598.01	\$7,402,671.37



# DISTRIBUTION OF REIMBURSEMENT

During the first six months of the 1980-81 fiscal year \$5,061,618.22 was reimbursed for training. Of this amount \$2,981,868.85 (59%) was reimbursed for mandated training; \$14,382.67 for the Executive Development Course; \$822,427.69 (16%) for Job Specific Courses; and \$1,244,824.78 (25%) for Technical Courses. The difference of (-)\$1,885.77 was for adjustments to prior reimbursement payments.

<u>Course</u>	<u>Reimbursed</u>	<u>Percent</u>	<u>Number Trainees</u>	<u>Percent</u>
Basic	\$2,047,340.47	40%	1,692	10%
Advanced Officer	642,069.11	13%	6,029	36%
Supervisory Course	207,391.69	04%	492	03%
Management Course	85,067.58	02%	125	01%
Executive Development Course	14,382.67	0%	27	0%
Job Specific Course	822,427.69	16%	2,481	15%
Technical Courses & Seminars	<u>1,244,824.78</u>	<u>25%</u>	<u>5,956</u>	<u>35%</u>
Subtotal	\$5,063,503.99	100%	16,802	100%
Net Adjustments to Prior Payments	<u>(-)1,885.77</u>			
GRAND TOTAL	<u><u>\$5,061,618.22</u></u>		16,802	

Revised:

~~July 1, 1980~~

## Professional Certificates

## DENIAL OR CANCELLATION OF PROFESSIONAL CERTIFICATES

## Purpose

2-1. Denial or Cancellation of Professional Certificates: This Commission Procedure provides for the denial or cancellation of POST Professional Certificates as described in PAM, Section 1011(b).

## Denial or Cancellation

2-2. Right to Deny or Cancel: Professional Certificates remain the property of the Commission, and the Commission ~~reserves~~ has the right to deny issuance of a certificate when the person does not satisfy a prerequisite for issuance of a certificate, or cancel any certificate when:

- a. The person is adjudged guilty of a felony; or
- b. The certificate was issued by administrative error; or
- c. The certificate was obtained or the application was ~~is~~ submitted ~~through~~ involving misrepresentation or fraud.

2-3. Notification by Department Head: When a department head obtains information that a certificate should be denied or cancelled because of any of the conditions listed in paragraph 2-2 above, it shall be the department head's responsibility to immediately notify the Commission.

## Investigation

2-4. Initiation of Investigation: When it is brought to the attention of the Commission that a professional certificate may have been ~~applied for or~~ issued involving conditions listed under sub-sections a, b, or c of paragraph 2-2, the Executive Director shall initiate an investigation into the matter. The department head and the concerned individual shall be notified in writing of the investigation.

### Notice of Denial or Cancellation

2-5. Notification of ~~Hearing~~ Denial or Cancellation: If the facts of the case appear to substantiate cause for denial or cancellation, the individual concerned shall be notified. ~~by certified mail of the right to a hearing and the grounds for the proposed denial or cancellation. The notice of hearing shall advise the individual of his/her right to appear and testify and question any witnesses that may be called to testify. The notice shall also direct the concerned individual to return the certificate if no hearing is requested. The individual's department head shall be notified if a hearing is requested.~~

- a. If a professional certificate is applied for and it is determined that one or more of the prerequisites for the issuance of the certificate has not been satisfied, the concerned person, via the person's department head, shall be notified in writing of the denial of the issuance of the certificate and given an explanation of the reason for denial.

b. If the reason for cancellation of a certificate is that the person has been adjudged guilty of a felony, a certified copy of the abstract of judgment shall be obtained. After ensuring that the time has ended for the criminal appellate process, the individual concerned shall be notified by certified mail that it is POST's understanding that the individual has been convicted of a felony. The notice shall include a copy of the abstract of judgment, the demand that the individual return the certificate to POST, the statement that POST has no discretion under Penal Code Section 13510.1(f), and that cancellation upon conviction of a felony is mandatory. The notice shall also state that the certificate shall be deemed cancelled on the 45th day following the mailing of the notice, during which time the individual may respond in writing with documentation showing he or she has not been convicted of a felony.

c. If the facts determined in the investigation substantiate cause for cancellation involving a condition listed under sub-sections b or c of paragraph 2-2, the individual concerned shall be so notified by certified mail of the grounds for the proposed cancellation. The notice shall direct the individual to return the certificate. The individual's department head shall also be notified. The notice shall also state that the certificate shall be deemed cancelled on the 45th day following the mailing of the notice. Before the expiration of the 45th day, if the individual desires a hearing, he or she must respond in writing with documentation showing that the reason for cancellation of the certificate is unfounded.

## Hearing

2-6. Procedures for Hearing: If the ~~applicant or~~ holder of a certificate which is proposed for ~~denial or cancellation action~~ under sub-section b or c of paragraph 2-2, desires a hearing regarding such action, he or she must in writing notify the Commission of the desire for a hearing within ~~30~~ 45 days of the ~~individual's receipt~~ mailing of the notice of ~~hearing~~ cancellation. The individual shall with his or her request for hearing provide all documentation he or she believes proves that the reason for cancellation of the certificate is unfounded.

- a. All hearings shall be conducted in conformance with the Administrative Procedures Act (Government Codes Section 11500 et. seq.). All hearings shall be conducted by a qualified hearing officer who shall prepare a proposed decision in such form that it may be adopted as the decision in the case. The Commission shall decide the case.
- ~~b. A committee of the Commission for the purpose of hearings or reaching decisions regarding professional certificate denial or cancellation shall be no less than three members.~~
- ~~b. c.~~ The Commission may decide the case on the basis of the transcript of the hearing conducted by the hearing officer.
- ~~c. d.~~ All That portion of a meeting and hearings of the Commission to consider the denial or and decide upon evidence introduced in a hearing conducted as provided for in sub-section a of paragraph 2-6 regarding cancellation of a professional certificate shall may be open closed to the public. except upon request of the involved person and when sufficient reason is presented that in the judgment of the Commission the hearing be closed.

Commission on Peace Officer Standards and Training

MINUTES  
SPECIAL COMMISSION MEETING

Tuesday, February 17, 1981  
Holiday Inn  
Pasadena, California

CALL TO ORDER

The meeting was called to order by Chairman Trives at 12:30 p.m.  
A quorum was present.

ROLL CALL

Commissioners Present:

Nathaniel Trives	- Chairman
Jay Rodriguez	- Vice-Chairman
Robert Edmonds	- Commissioner
Jacob Jackson	- Commissioner
William Kolender	- Commissioner
Joseph Trejo	- Commissioner
John Van de Kamp	- Commissioner
Robert Vernon	- Commissioner

Absent:

Al Angele	- Commissioner
Rod Blonien	- Representative of the Attorney General
Joe Williams	- Commissioner

Staff Present:

Norman C. Boehm	- Executive Director
Don Beauchamp	- Legislative Liaison

Visitors' Roster:

Dallas W. Elvis	- Lieutenant, Compton Police Department
Herb Hoover	- Department of Justice

This special meeting of the Commission was called for discussion and action on proposed legislation relating to POST.

A. S. B. 210 - Increased Funding Level; Marshals in Regular Program

Chairman Trives requested the report from the Legislative Review Committee. Commissioner Edmonds, Chairman of the Legislative Committee, reported that the Legislative Committee had met prior to the convening of the full Commission. S.B. 210 had been reviewed and it was the unanimous opinion

of the Committee to recommend a position of "support" by the Commission.

MOTION - Edmonds, second - Jackson, carried unanimously that the POST Commission adopt a position of "support" on S. B. 210 which makes the following changes in current law:

1. Allows POST to retain the 5% fund increase granted in 1980 and due to expire December 31, 1981.
2. Adds another 5% to POST revenue beginning January 1, 1982.
3. Allows marshals to participate in the POST reimbursement program.

Following discussion and some points of clarification, an additional motion was made:

MOTION - Van de Kamp, second, Jackson, carried unanimously that the Commission's position on the bill would remain one of "support" even if the increase in POST revenue is reduced to 5%.

There was consensus that the Commission would be in opposition to the inclusion of the marshals in the POST Regular Program without funding.

There being no further business to come before the Commission, the meeting was adjourned.

## AGENDA ITEM SUMMARY SHEET

Agenda Item Title <b>Course Certification/Decertification Report</b>		Meeting Date <b>April 16-17, 1981</b>
Division <b>Operations</b>	Division Director Approval <i>Bradley W. Koch</i>	Researched By <b>Bradley W. Koch</b>
Executive Director Approval <i>M. J. Gellman</i>	Date of Approval <b>26 March 1981</b>	Date of Report <b>March 12, 1981</b>
Purpose: Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report <input type="checkbox"/>		Financial Impact Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page \_\_\_\_\_).

The following courses have been certified or decertified since the January 29-30, 1981 Commission Meeting:

CERTIFIED

Course Title	Presenter	Course Category	Reimbursement Plan	Fiscal Impact
1. Basic Course	NCCJTES, Sacramento Center	Basic	N/A	\$ -0-
2. Reserve Trng., Level II, Modules A & B	Long Beach Police Academy	Approved	N/A	\$ -0-
3. Firearms Instructor Course	Orange Co. S.O.	Technical	IV	\$ 7,224
4. Adv. Accident Inv., Part II	San Diego P.D.	Technical	IV	\$ 15,480
5. Traffic Accident Investigation	NCCJTES, Los Medanos College	Technical	II	\$ 6,822
6. Hazardous Material Familiarization	NCCJTES, Los Medanos College	Technical	IV	\$ 1,857
7. Street Gangs	NCCJTES, Los Medanos College	Technical	IV	\$ 2,167
8. Homicide Investigation	NCCJTES, Santa Rosa Center	Technical	II	\$ 5,685
9. Techniques of Report Writing	NCCJTES, Los Medanos College	Technical	IV	\$ 3,096

Utilize reverse side if needed



<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
10. Criminal Investigation	NCCJTES, Sacramento Center	Technical	II	\$ 6,822
11. Motorcycle Training	Glendale Police Dept.	Technical	III	\$ 31,496
12. Civil Disorder Mgmt. Seminar	CSTI	Technical	IV	\$ 6,000
13. Motorcycle Training	San Mateo Police Dept.	Technical	III	\$ 29,004
14. Assertive Supervision	Southwest Reg. Trng. Center	Sup. Sem.	III	\$ 8,014
15. Motorcycle Training	San Diego P.D.	Technical	III	\$ 60,660
16. Reserve Trng., Level II, Module B	West Hills College	Approved	N/A	\$ -0-
17. Driver Trng., In-Service	Ventura Co. Sheriff's Department	Technical	IV	\$ 1,548
18. Ethnic Relations & Gangs	Glendale Comm. Col.	Technical	IV	\$ 992
19. Basic Course (Extended Format)	Sacramento Co. S.O.	Basic	N/A	\$ -0-
20. Int'l. Terrorism Course	CSTI	Technical	IV	\$ -0-
21. Arson Investigation I	CA Dept. of Forestry	Technical	IV	\$ -0-
22. Basic Course	Sacto P.D. LETC	Basic	I	\$ 40,598
23. Arson Investigation IV	CA Dept. of Forestry	Technical	IV	\$ -0-
24. Arson Investigation III	CA Dept. of Forestry	Technical	IV	\$ -0-
25. Reserve Trng., Modules A & B	Rio Hondo College	Approved	N/A	\$ -0-

DECERTIFIED

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
1. Instructor Development	FBI, Sacto	Technical	IV	\$ -0-
2. Reserve Trng., Module C	San Joaquin Delta College	Approved	N/A	\$ -0-
3. Reserve Trng., Module C	Los Angeles Co. S. O.	Approved	N/A	\$ -0-
4. Instructor Development	FBI - Los Angeles	Technical	IV	\$ -0-
5. Basic Driver Training	Academy of Defensive Driving	Technical	III	\$ -0-

Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title <b>POLICY STATEMENTS FOR COMMISSION POLICY MANUAL</b>		Meeting Date <b>April 16-17, 1981</b>
Division <b>ADMINISTRATION</b>	Division Director Approval <i>[Signature]</i>	Researched By <b>Beverley Clemons</b> <i>BWC</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval <b>3-19-81</b>	Date of Report <b>March 16, 1981</b>
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input checked="" type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page \_\_\_\_\_).

ISSUE

The Commission has directed that staff shall submit policy matters for affirmation by the Commission prior to inclusion in the Commission Policy Manual.

BACKGROUND

A policy statement regarding Contract Courses is being submitted for approval as adopted by the Commission at its meeting of January 29, 1981.

ANALYSIS

The policy statement being submitted for affirmation is appropriate for inclusion in the Commission Policy Manual and replaced the current language on the same subject specified in Section B-3, which was as follows:

B3. Request for Proposal Process for Contracts

Prior to POST entering into any contract with a course presenter for the purpose of presenting training, a request for proposal process shall be completed. This process would provide an opportunity to potential vendors to competitively submit proposals to present training on a contract basis and to provide the Commission with data for decision making to assure that the training will be presented in the most effective manner possible consistent with quality, cost, and need consideration.

Commission Meeting  
Reiterated

4/24/80  
7/17/80

RECOMMENDATION

Affirm the policy statement shown below which was adopted at the January 29, 1981 Commission Meeting:

B3. Competitive Award for Training Contracts

Contracts for courses shall be awarded competitively with the training to be presented in the most cost-effective manner possible consistent with quality, cost, and need considerations.

Utilize reverse side if needed

(Continued on Page 2)

All requests for Commission approval of contracts for training course presentations must include:

1. Description of the process used to identify the presenter and an assessment of interest and capability of other vendors.
2. An analysis of the cost-effectiveness of the contract proposal.
3. An assurance that the approach is in harmony with state requirements.

Commission Meeting  
PAM Section D-10-4(f)

1/29/81

## AGENDA ITEM SUMMARY SHEET

Agenda Item Title <b>College of the Sequoias Police Department</b>		Meeting Date <b>April 16-17, 1981</b>
Division <b>Operations</b>	Division Director Approval <i>Thaddeus W. Loch</i>	Researched By <b>George Fox</b>
Executive Director Approval <i>Thomas C. Behn</i>	Date of Approval <b>3-26-81</b>	Date of Report <b>February 27, 1981</b>
Purpose: Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input checked="" type="checkbox"/> Financial Impact <input checked="" type="checkbox"/> (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		
In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page ____).		

Issue:

The College of the Sequoias Police Department has requested entry into the POST Regular Program.

Background

The provisions of Section 830.31(c) Penal Code, permit a community college to create a police department. Section 13507(e) Penal Code, places such a department into the Regular POST reimbursable program. The college Board of Trustees have passed a proper resolution supporting POST objectives and regulations.

Analysis

The department presently employs two sworn officers. An inspection, by POST staff, reveals that the officers possess regular Basic Certificates. Adequate background investigations have been conducted and the department is complying with other POST selection standards. The projected financial impact should be less than \$300 annually.

Recommendation

The Commission be advised the College of the Sequoias Police Department has been admitted into the Regular POST Program consistent with Commission policy.

Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title <b>Calaveras County District Attorney</b>		Meeting Date <b>April 16-17, 1981</b>
Division <b>Operations</b>	Division Director Approval <i>Frederick W. Hoch</i>	Researched By <b>George Fox</b>
Executive Director Approval <i>Maurice C. Beilin</i>	Date of Approval <b>30 Mar 1981</b>	Date of Report <b>February 23, 1981</b>
Purpose: Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report <input checked="" type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input checked="" type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page \_\_\_\_\_).

Issue

The Calaveras County District Attorney has requested entry into the POST Specialized Program.

Background

The provisions of Section 830.1 Penal Code, permit the District Attorney to employ sworn peace officers. The Calaveras County Board of Supervisors have passed a proper resolution supporting POST objectives and regulations.

Analysis

The Department presently employs one investigator who possesses a POST regular Basic Certificate. An adequate background investigation was conducted and the Department is complying with other POST selection standards.

Recommendation

The Commission be advised the Calaveras County District Attorney has been admitted into the POST Specialized Program consistent with Commission policy.

**Commission on Peace Officer Standards and Training**

**AGENDA ITEM SUMMARY SHEET**

Agenda Item Title <b>New Agency - Department of Health Services, Branch</b>		Investigation Testing Date <b>April 16-17, 1981</b>
Division <b>Operations</b>	Division Director Approval <i>Bradley W. Koch, Jr.</i>	Researched By <b>F.S. Brown</b>
Executive Director Approval <i>Norman C. Boehm</i>	Date of Approval <b>3-30-81</b>	Date of Report <b>March 10, 1981</b>
Purpose: Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report <input checked="" type="checkbox"/> Financial Impact Yes <input type="checkbox"/> (See Analysis per details) No <input checked="" type="checkbox"/>		
In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page _____).		

**ISSUE**

The State of California Department of Health Services, Investigations Branch is seeking entry into the POST Specialized Program on behalf of its investigators.

**ANALYSIS**

Investigators in the Department of Health Services, Investigations Branch derive their peace officer status from P.C. 830.3(i). As a state department employing designated P.C. 830 investigators, the Department of Health Services, Investigations Branch is included in a class of these agencies approved by the Commission for entry into the POST Specialized Program.

The required Letter of Intent has been submitted, a compliance inspection has been made, and a schedule of training has been developed and agreed on that will bring the Department into compliance with POST training standards.

**RECOMMENDATION**

The Commission be advised the State of California Department of Health Services, Investigations Branch has been admitted into the POST Specialized Program consistent with Commission policy.

## Commission on Peace Officer Standards and Training

## AGENDA ITEM SUMMARY SHEET

Agenda Item Title FINANCIAL REPORT - THIRD QUARTER 1980-81 F.Y.		Meeting Date April 16-17, 1981
Division Administrative Services	Division Director Approval <i>[Signature]</i>	Researched <i>[Signature]</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval April 3, 1981	Date of Report April 2, 1981
Purpose: Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input checked="" type="checkbox"/> Financial Impact		Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>
In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).		

This report includes financial information for the first three quarters of Fiscal Year 1980-81, July 1, 1980 through March 31, 1981. Revenue for the Peace Officers' Training Fund and expenditures made from the fund for administrative costs and for reimbursement of training costs to cities, counties and districts in California are shown. Information included shows training costs by category of expense, i.e., subsistence, travel, tuition and salary (Schedule I). Also included is the cumulative report of reimbursement (Schedule II) made from the Peace Officers' Training Fund providing the following information:

- Reimbursement for each course category of training
- Number of trainees
- Cost per trainee
- Hours of training

REVENUE

Revenue information not available at this time. A replacement page will be provided at the Commission Meeting.

REIMBURSEMENT

Reimbursement to cities, counties, and districts for the first nine months of the 1980-81 Fiscal Year totaled \$7,642,785.41 compared to \$8,006,220.50 for the corresponding quarter in the 1979-80 Fiscal Year, a decrease of \$363,435.09 (-4.5%).

The 1980-81 Fiscal Year claims have been reimbursed at a salary rate of 30%, in contrast to 1979-80 Fiscal Year claims that were paid at a salary rate of 50% for the first-half of the fiscal year, and the 30% rate for the remainder of that fiscal year.

Utilize reverse side if needed



COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
PEACE OFFICER TRAINING FUND

ANALYSIS OF CHANGE IN ACCUMULATED SURPLUS  
FOR THE QUARTER ENDING MARCH 31, 1981

Resource

Accumulated Reserve: July 1, 1980	\$4,991,738.73	
Less Correction Journal Entry 6-9	<u>5,181.94</u>	
Corrected Accumulated Reserve		\$4,986,556.79
Revenue July 1, 1980 through March 31, 1981		<u>                    </u>
Total Resources		

Expenditures

Administrative Costs		
Cash Disbursed		
Debts to be Paid		
Total Administrative Costs		
Aid to Local Governments		
Training Claims Paid	\$5,061,618.22	
Training Claims to be Paid	2,581,167.19	
Contractual Services Paid	584,968.27	
Contractual Services to be Paid	1,692,148.01	
Letters of Agreement and		
Room Rentals Paid	<u>37,439.21</u>	
Aid to Local Government		\$9,957,340.90
Prior Year Net Expenditures		
Total Expenditures		
Subtotal, Accumulated Reserve		
Plus Reimbursements		
Accumulated Reserve, March 31, 1981		

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

PEACE OFFICER TRAINING FUND

STATEMENT OF REVENUE  
1980-81 FISCAL YEAR

MARCH 31, 1981

<u>MONTH</u>	<u>PENALTY ASSESSMENT FUND 903</u>	<u>TRAFFIC</u>	<u>CRIMINAL</u>	<u>SURPLUS INVESTMENT AND OTHER</u>	<u>TOTAL</u>
JULY		\$1,005,966.53	\$ 461,647.01	\$ 8,380.00	\$1,475,993.54
AUGUST		586,493.64	271,555.75	1,908.53	859,957.92
SEPTEMBER		836,256.59	465,416.93		1,301,673.52
OCTOBER		924,249.07	416,441.65	4,309.48	1,345,000.20
NOVEMBER		532,406.55	319,915.16		852,321.71
DECEMBER		1,040,145.22	527,579.26		1,567,724.48
JANUARY		1,324,278.02	619,228.04	391,472.76	2,334,978.82
FEBRUARY		646,641.28	266,718.67	2,163.61	915,523.56
MARCH				13,530.00	

# DISTRIBUTION OF REIMBURSEMENT

During the first nine months of the 1980-81 fiscal year \$7,642,785.41 was reimbursed for training. Of this amount \$4,498,672.06 (59%) was reimbursed for mandated training; \$34,179.36 for Executive Development Course; \$1,270,130.90 (17%) for Job Specific Courses; and \$1,835,569.17 (24%) for Technical Courses. The difference of \$(+)4,233.92 was for adjustments to prior reimbursement payments.

<u>Course</u>	<u>Reimbursed</u>	<u>Percent</u>	<u>Number Trainees</u>	<u>Percent</u>
Basic	\$3,064,841.39	40%	2,381	10%
Advanced Officer	951,626.05	12%	8,978	36%
Supervisory Course	293,346.84	4%	659	3%
Management Course	188,857.78	3%	270	1%
Executive Development Course	34,179.36	0%	62	0%
Job Specific Course	1,270,130.90	17%	3,688	15%
Technical Courses & Seminars	<u>1,835,569.17</u>	24%	8,757	35%
Subtotal	\$7,638,551.49			
Net Adjustments to Prior Payments	<u>(+) 4,233.92</u>			
GRAND TOTAL	\$7,642,785.41	100%	24,795	100%

Month March		FOR TRAINING TO DATE FOR 1980-81 FISCAL YEAR										State of California		Department of Justice	
COURSE		Subsistence		Travel		Tuition		Salary		TOTAL		COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING		7100 Bowling Drive, Sacramento, CA 95823	
Total this Month		100,765.54		22,135.59		16,294.00		197,166.23		356,361.36					
Previous Months		636,766.52		154,801.15		57,360.50		1,879,551.86		2,728,480.03					
Total to Date		737,532.06		176,936.74		73,654.50		2,076,718.09		3,064,841.39		68		40	
Total this Month		3,379.61		2,632.52				68,273.34		74,285.47					
Previous Months		64,610.42		55,804.56				756,925.60		877,540.58					
Total to Date		67,990.03		58,437.08		06		825,198.94		951,626.05		87		12	
Total this Month		11,078.82		2,804.32				13,006.59		26,889.73					
Previous Months		79,359.52		21,563.31				165,534.28		266,457.11					
Total to Date		90,438.34		24,367.63		08		178,540.87		293,346.84		61		01	
Total this Month		11,618.25		3,762.56				10,466.63		25,847.44					
Previous Months		73,564.84		15,869.19				71,038.31		163,010.34					
Total to Date		85,183.09		19,631.75		11		81,504.94		188,857.78		43		03	
Total this Month		6,962.48		1,669.89						8,632.37					
Previous Months		21,048.93		4,498.06						25,546.99					
Total to Date		28,011.41		6,167.95		18				34,179.36				0	
Total this Month		66,233.06		18,688.19				69,117.05		169,299.55					
Previous Months		422,463.79		128,716.04				448,381.27		1,100,831.35					
Total to Date		488,696.85		147,404.23		12		517,498.32		1,270,130.90		41		17	
Total this Month		131,633.33		47,809.72						217,597.55					
Previous Months		855,593.93		348,375.68						1,617,971.62					
Total to Date		987,227.26		396,185.40		21		452,156.51		1,835,569.17		25		24	
Total this Month		331,671.09		99,502.79				358,029.84		858,913.47					
Previous Months		2,153,407.95		729,627.99				3,321,431.32		6,779,638.02					
Total to Date		2,485,079.04		829,130.78		11		3,679,461.16		7,638,551.49		08		48	
Total to Date		33		11		08		48		100					

POST 1-223 (Rev. 10-77) \$7,638,551.49 plus adjustments (+) \$4,233.92 = Grand Total of \$7,642,785.41

ADMINISTRATION DIVISION  
Claims Audit Section

State of California  
Department of Justice  
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
7100 Bowling Drive, Sacramento, CA 95823

Reimbursement By Month	Claims Received	Claims Returned	Claims Processed	1980-81 Reimbursement	1980-81 Accumulated Total Reimbursement
July	748	21	1,652	\$ 1,434,959.34	\$ 1,434,959.34
August	543	21	526	796,491.16	2,231,450.50
September	413	9	468	611,682.09	2,843,132.59
Adjustments on Prior Reimbursements 1st Qtr				3,169.04	2,846,301.63
Audit Adjustments by Controller 1st Qtr				(-)6,009.00	2,840,292.63
October	621	8	585	539,597.64	3,379,890.27
November	1,059	6	1,001	898,407.32	4,278,297.59
December	984	19	965	782,366.44	5,060,664.03
Adjustments on Prior Reimbursements 2nd Qtr				1,312.03	5,061,976.06
Audit Adjustments by Controller 2nd Qtr				-357.84	5,061,618.22
January	866	23	835	587,936.28	5,649,554.50
February	939	28	926	1,128,197.75	6,777,752.25
March	906	21	945	858,913.47	7,636,665.72
Adjustments on Prior Reimbursements 3rd Qtr				6,119.69	7,642,785.41
Audit Adjustments by Controller 3rd Qtr				-0-	7,642,785.41
April					
May					
June					
Adjustments on Prior Reimbursements 4th Qtr					
Audit Adjustments by Controller 4th Qtr				\$	\$

POST 1-245 (Rev. 8/78)

ADMINISTRATION DIVISION  
Claim Audit Section

State of California

Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
7100 Bowling Drive, Sacramento, CA 95823

Reimbursement By Month	1980-81 F.Y. Reimbursements	Adjustments and Audit Report	Ltr. of Agr.	Contract Reimb.	Total Aid to Local Gov't Item 456
			Room Rent		
JULY	\$ 1,434,959.34		\$ 2,186.32 0	\$ 0	\$ 1,437,145.66
AUGUST	796,491.16		1,592.45 134.45	3,444.62	2,238,808.34
SEPTEMBER	611,682.09	\$ 3,169.04 (-) 6,009.00	552.53 304.40	26,037.44	2,874,544.84
OCTOBER	539,597.64		10,890.39 45.00	* 183,543.00	3,608,620.87
NOVEMBER	898,407.32		891.54 0	14,262.90	4,522,182.63
DECEMBER	782,366.44	1,312.03 (-) 357.84	1,663.73 0	40,827.28	5,347,994.27
JANUARY	587,936.28		3,246.03 0	141,863.67	6,081,040.25
FEBRUARY	1,128,197.75		7,947.06 0	61,947.98	7,279,133.04
MARCH	858,913.47	6,119.69	3,964.95 4,020.36	113,041.38	8,265,192.89
APRIL					
MAY					
JUNE					
TOTAL	\$	\$	\$	\$	\$

\* Schedule #136, in amount of \$1,080.00, out of State,  
included in contract reimbursement for month of Oct.

## Commission on Peace Officer Standards and Training

SCHEDULE 11

## Administration Division - Claims Audit Section

Total 1980-81 Fiscal Year  
July 1, 1980 through March 31, 1981

## REIMBURSEMENT BY COURSE CATEGORY

Page 1 of 6

COURSE CODE	COURSE	AMOUNT OF REIMBURSEMENT	AVERAGE COST PER TRAINEE	NUMBER OF TRAINEES	HOURS OF TRAINING
0010	Basic	\$ 3,064,841.39	\$1,287.21	2,381	872,467
0030	Advanced Officer	951,626.05	106.00	8,978	239,035
0040	Supervisory	293,346.84	445.14	659	53,602
0050	Management Course	188,857.78	699.47	270	21,570
7000	Executive Development Course	34,179.36	551.28	62	4,875
	Job Specific	1,270,130.90	344.40	3,688	173,404
	Technical Courses	1,835,569.17	209.61	8,757	263,441
	Subtotal	7,638,551.49		24,795	1,628,394
	Adjustments to Prior Payments	(+) 10,600.76			
	State Controller Audit Adjustments	(-) 6,366.84			
	TOTAL REIMBURSEMENTS	\$ 7,642,785.41		24,795	1,628,394
0000-0999	MANDATORY TRAINING				
0010	Basic Course	\$ 3,064,841.39	\$1,287.21	2,381	872,467
0030	Advanced Officer Course	951,626.05	106.00	8,978	239,035
0040	Supervisory Course	293,346.84	445.14	659	53,602
0050	Management Course	188,857.78	699.47	270	21,570
1000-1999	SEMINARS				
1010-1050	Management Seminars	93,636.93	256.54	365	9,090
1110-1150	Executive Development Seminars	40,413.62	318.22	127	2,960
1200	Supervisory Seminars	28,728.22	174.11	165	4,640
1310	Legislative Update Seminars	5,334.41	13.24	403	2,418
1320	POST Special Seminars Chief Executive Criminal	56,849.36	125.22	454	6,925
1330	Intelligence Seminars				
2000-2999	TECHNICAL, SKILLS - KNOWLEDGE TRAINING				
2010	Analysis of Urban Terrorist Activities	28,822.74	269.37	107	4,108
2011	Advanced Terrorism Analysis Course				
2012	Terrorism Management Seminar	501.70	38.59	13	312
2013	International Terrorism	6,180.94	110.37	56	1,344
2020	Boating Safety and Enforcement	2,089.31	261.04	8	320
2021	Boating Safety and Enforcement (Advanced)	5,075.89	141.00	36	864
2030	Breathalyzer Course				
2031	Driving Under the Influence	4,405.37	183.56	24	576
2032	Forensic Alcohol	975.58	75.04	13	1,177
2040	Civilian Supervisory School	1,259.27	314.57	4	160
2050	Community Police Relations	2,784.51	71.40	39	1,560
2060	Criminal Justice Information Systems	10,220.72	276.24	37	888
2070	Criminal Justice Role Training Program				
2080	Crisis Intervention	2,901.61	181.35	16	32
2090	Workshop on the Mentally Ill	9,844.66	214.01	46	1,704

## Commission on Peace Officer Standards and Training

## Administration Division - Claims Audit Section

## REIMBURSEMENT BY COURSE CATEGORY

Page 2 of 6

COURSE CODE	COURSE	AMOUNT OF REIMBURSEMENT	AVERAGE COST PER TRAINEE	NUMBER OF TRAINEES	HOURS OF TRAINING
2100	Defensive Tactics	2,406.67	114.60	21	524
2110	Driver Training	28,537.50	145.60	196	3,136
2111	Advanced Driver Training	23,752.92	101.51	234	5,520
2112	Refresher Driver Training	3,920.82	81.68	48	1,200
2120	Fingerprint School	11,665.13	259.23	45	1,760
2121	Advanced Latent Fingerprint School	6,754.71	204.69	33	1,320
2130	Firearms and Toolmark Identification				
2140	Forensic Microscopy				
2150	Hostage Negotiation Techniques	60,634.69	354.59	171	6,768
2151	Hostage Negotiation, Advanced	14,315.80	286.32	50	1,200
2160	Instructor Development, Skills				
2161	PR-24 Baton Instructor's Course	2,574.69	122.60	21	760
2162	Chemical Agents Instructors Course	4,248.87	177.02	24	688
2163	Defensive Tactics	606.27	202.09	3	240
2164	Firearms Instructors Course	29,990.66	263.08	114	6,799
2165	Report Writing for Instructors	36,814.68	276.80	133	4,256
2166	Defensive Tactics Instructors Course	4,348.60	161.06	27	672
2167	Driver Training Instructors	8,403.37	466.85	18	914
2170	Instructor Development Course	675.85	96.55	7	280
2171	Techniques of Teaching Criminal Justice Role Training				
2172	Writing POST Performance Objectives				
2180	Interpersonal Communications				
2190	Juvenile Justice Update	11,996.39	363.53	33	1,234
2191	Juvenile Law Enforcement (Modular)	146.33	36.58	4	96
2200	Specialized Surveillance Equipment	20,141.57	226.31	89	3,204
2210	Law Enforcement Legal Education Program	21,644.40	349.10	62	2,480
2211	Law Enforcement Legal Education Update	27,599.19	198.56	139	3,336
2220	Narcotic Investigation for Peace Officers	7,583.37	122.31	62	1,240
2222	Heroin Influence Course	10,882.61	149.08	73	1,460
2230	Non-Sworn Police Personnel Training				
2240	Officer Survival Techniques	271,316.36	283.51	957	40,970
2250	Organized Crime Informant Development and Maintenance	24,088.58	217.01	111	4,252
2260	Personal Stress Reduction				
2270	Report Writing	10,647.20	226.54	47	1,128
2275	Oral and Written Communications	122.31	30.58	4	96
2280	Riot Control				
2290	Spanish for Peace Officers	7,366.87	263.10	28	2,776
2300	S.W.A.T. Training	31,001.28	209.47	143	5,900
2301	Advanced Special Weapons and Tactics (S.W.A.T.)	20,037.28	94.96	211	4,244
2310	Underwater Search and Recovery				



## Commission on Peace Officer Standards and Training

## Administration Division - Claims Audit Section

## REIMBURSEMENT BY COURSE CATEGORY

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COURSE CODE	COURSE	AMOUNT OF REIMBURSEMENT	AVERAGE COST PER TRAINEE	NUMBER OF TRAINEES	HOURS OF TRAINING
2320	Prison Gang Activity	12,452.44	239.47	52	1,872
2322	Ethnic Relations and Gangs	71.63	23.88	3	72
2325	Outlaw Motorcycle Gang Activity				
2330	Radar Enforcement Training	1,947.17	62.81	31	1,080
2340	Computer Programming				
2342	Computer Fraud				
2990	Law Enforcement Skills and Knowledges	4,799.88	27.43	175	2,528
3000-3999	TECHNICAL, SPECIAL FUNCTION TRAINING				
JS 3010	Bomb Scene Investigation	11,552.06	288.80	40	1,720
3010	Arson and Explosive Investigation	1,291.92	258.38	5	200
3011	Arson Investigation Course	2,324.86	258.32	9	360
JS 3020	Auto Theft Investigation	23,941.03	405.78	59	2,148
3020	Auto Theft Investigation	1,732.81	346.56	5	185
3021	Advanced Auto Theft Investigators Workshop	5,995.97	249.83	24	880
3030	Background Investigation	13,148.92	141.39	93	2,151
JS 3050	Burglary Investigation	2,353.71	196.14	12	264
3051	Fencing Investigation	19,279.23	247.17	78	2,940
3052	Burglary Investigation, Advanced	1,574.16	174.91	9	216
JS 3060	Questioned Document Investigation	8,022.68	617.13	13	494
3060	Questioned Document Investigation				
JS 3070	Civil Process	13,995.74	378.26	37	1,376
3070	Civil Process				
JS 3080	Commercial Vehicle Enforcement	808.16	134.69	6	200
3080	Commercial Vehicle Enforcement	1,581.72	60.84	26	812
JS 3090	Complaint/Dispatcher	47,907.29	311.09	154	6,616
3090	Complaint/Dispatcher	995.90	199.18	5	200
3110	Contingency Planning for Hazardous Materials	9,326.25	300.85	31	1,364
3111	Hazardous Materials Familiarization	898.60	99.84	9	216
3120	Coroners Course				
3121	Advanced Investigation for Coroners Cases	1,121.28	280.32	4	320
JS 3130	Crime Prevention	29,620.49	740.51	40	2,304
3130	Crime Prevention	6,159.00	267.78	23	664
3131	Advanced Crime Prevention	12,853.77	221.62	58	1,760
3135	Crime Prevention	334.58	167.29	2	48
JS 3140	Criminal Investigation, General	52,714.86	502.05	105	11,560
3140	Criminal Investigation, General	41.20	41.20	1	80
3141	Criminal Investigation II	23,212.91	263.78	88	3,520
3142	Visual Investigation Analysis	105.46	13.18	8	64
JS 3160	Field Evidence Technician	142,114.25	1,118.08	128	13,312
3160	Field Evidence Technician	6,331.35	633.14	10	710

## Commission on Peace Officer Standards and Training

## Administration Division - Claims Audit Section

## REIMBURSEMENT BY COURSE CATEGORY

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COURSE CODE	COURSE	AMOUNT OF REIMBURSEMENT	AVERAGE COST PER TRAINEE	NUMBER OF TRAINEES	HOURS OF TRAINING
3165	Crime Scene Investigation	1,908.50	381.70	5	200
3166	Physical Evidence Presentation	8,667.27	787.93	11	800
JS 3170	Field Training Officer Course	190,661.46	269.30	708	25,119
3170	Field Training Officer Course	16,002.15	296.34	54	1,896
3175	Field Training Officer	19,086.70	227.22	84	2,688
JS 3190	Homicide Investigation	49,310.61	535.98	92	3,680
3190	Homicide Investigation	3,584.59	398.29	9	360
JS 3191	Homicide Institute				
3191	Homicide Institute				
3201	Criminal Intelligence Data Collector	12,616.73	450.60	28	2,128
3202	Criminal Intelligence Data Analyst	8,028.33	617.56	13	986
3204	Link Analysis	275.56	11.02	25	200
3205	Chief Executive Criminal Intelligence Course	375.59	125.20	3	48
JS 3210	Internal Affairs	2,086.77	298.11	7	163
3210	Internal Affairs	48,275.01	234.34	206	4,936
JS 3220	Jail Operations (80-hour course)	69,397.18	369.13	188	15,152
3220	Jail Operations (80-hour course)				
JS 3221	Jail Operations (40-hour course)	95,322.43	134.85	707	28,188
3221	Jail Operations (40-hour course)	238.90	47.78	5	200
JS 3222	Jail Operations (40-Hour course)	440.82	146.94	3	120
3222	Jail Operations (40-hour Type I) Facility Course	249.30	49.86	5	200
JS 3230	Juvenile Training	58,907.95	231.92	254	7,524
3230	Juvenile Training	4,270.63	854.13	5	488
JS 3231	Juvenile Law Enforcement Officer's Training Course	6,557.93	546.49	12	480
3231	Juvenile Law Enforcement Officer's Training Course	22,889.62	789.30	29	6,360
JS 3232	Child Abuse Investigation	267.01	267.01	1	24
3232	Child Abuse: Intervention, Referral and Investigation	26,567.59	295.20	90	3,344
3233	School Resource Officer	12,946.14	281.44	46	1,104
3235	Sexual Exploitation of Children Invest.	8,907.36	240.74	37	888
3240	Fraud Investigation	632.66	316.33	2	48
JS 3250	Motorcycle Operation	59,954.09	810.19	74	5,790
3250	Motorcycle Operation	8,898.03	635.57	14	1,102
JS 3260	Narcotics Investigation	92,203.19	614.69	150	11,435
3260	Narcotics Investigation	4,214.10	421.41	10	752
3261	Narcotics Investigation, Advanced	11,055.94	325.17	34	2,104
JS 3262	Air and Marine Narcotics Smuggling	958.53	319.51	3	96
3262	Air and Marine Narcotics Smuggling	3,414.28	200.84	17	544
JS 3263	Supervisory Narcotic Investigators Course	789.06	263.02	3	120
3263	Supervisory Narcotic Investigators Course	941.56	235.39	4	158
3270	Photo - ID Lab	6,681.48	102.79	65	1,968

## Commission on Peace Officer Standards and Training

## Administration Division - Claims Audit Section

## REIMBURSEMENT BY COURSE CATEGORY

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COURSE CODE	COURSE	AMOUNT OF REIMBURSEMENT	AVERAGE COST PER TRAINEE	NUMBER OF TRAINEES	HOURS OF TRAINING
3282	Investigation and Prosecution of Organized Crime in Pornography				
3300	Protective Services	9,208.66	200.19	46	1,796
JS 3310	Records Officer Course	17,834.16	318.47	56	2,196
3310	Records Officer Course	98.75	98.75	1	40
JS 3320	Research and Development				
3320	Research and Development	3,756.22	268.30	14	336
JS 3330	Robbery Investigation	5,206.79	347.12	15	300
3330	Robbery Investigation	1,907.33	238.42	8	160
JS 3340	Sex Assault Investigation	65,240.59	383.77	170	4,814
3340	Sex Assault Investigation	14,336.18	235.02	61	1,624
3350	Livestock Theft Investigation and Prevention	4,699.43	261.08	18	720
3355	Cargo Theft Investigation	3,302.47	300.22	11	440
JS 3360	Traffic Accident Investigation	97,354.75	218.28	446	17,721
3360	Traffic Accident Investigation	1,724.28	172.43	10	400
3362	Skidmark Analysis	19,046.07	280.09	68	2,640
3365	Traffic Law Enforcement	865.04	144.17	6	240
3366	Supervising the Police Traffic Control Function	588.97	196.32	3	120
JS 3370	Vice Investigation	20,356.23	271.42	75	3,000
3370	Vice Investigation	2,178.94	435.79	5	200
JS 3380	Investigation of Violent Crimes	24,463.23	407.72	60	2,400
3380	Investigation of Violent Crimes	1,823.30	364.66	5	200
3390	White Collar Crime	11,773.36	309.83	38	1,808
3400	Introduction to Crime Analysis	8,900.27	217.08	41	1,420
3410	Organized Crime Gambling Investigation	16,657.58	287.20	58	2,320
3500	Investigation of Crimes Against the Elderly	8,960.43	298.68	30	1,144
4000-4999	TECHNICAL, MANAGEMENT TRAINING				
4020	Civil Emergency Management	38,546.91	296.51	130	5,240
4021	Disaster Management Training	22,712.46	280.40	81	1,296
4030	Cost Analysis and Budgeting	1,261.41	126.14	10	240
4050	Criminal Intelligence Commanders Course	6,518.53	296.30	22	792
4060	Managing Criminal Investigations				
4080	Jail Management	39,149.23	383.82	102	3,740
4081	Jail Managers Seminar	10,531.46	202.53	52	832
4090	Narcotic Commanders Course	8,274.16	306.45	27	972
4120	Managing Patrol Operations				
JS 4150	Police Training Managers Course	72,403.32	1,227.17	59	4,648
4150	Police Training Managers Course	904.18	904.18	1	80
4160	Program Evaluation and Review Techniques	4,176.27	160.63	26	600
4170	Records Management	26,270.27	416.99	63	4,248
4180	Managing the Volunteer in Law Enforcement				

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[illegible]

State of California  
Commission on Peace Officer Standards and Training  
**Resolution**

*Whereas, Brigadier General Louis O. Giuffrida has devoted 11 years of service to the law enforcement community as Director of the California Specialized Training Institute; and*

*Whereas, while under the leadership of General Giuffrida, the California Specialized Training Institute has grown to national prominence in the law enforcement and emergency services training field; and,*

*Whereas, California law enforcement has benefited greatly from the superior training presented by the California Specialized Training Institute, and*

*Whereas, General Giuffrida has been recognized for this success as a leader in training to the extent that he has been appointed to a high level federal position by the President of the United States; now, therefore, be it*

*Resolved, that the Commission on Peace Officer Standards and Training hereby commends General Giuffrida for his valuable service to California law enforcement; and, be it*

*Further Resolved, that the Commission wishes Brigadier General Louis O. Giuffrida every success in his new endeavor.*

*April 16, 1981*

## AGENDA ITEM SUMMARY SHEET

Agenda Item Title <b>Resolution for Stan Anderson</b>		Meeting Date <b>April 16-17, 1981</b>
Division <b>Operations</b>	Division Director Approval <i>Bradley W. Koch</i>	Researched By <b>Hal Snow</b> <i>7/16/81</i> <i>CS</i>
Executive Director Approval <i>William C. Beck</i>	Date of Approval <b>4-1-81</b>	Date of Report <b>March 18, 1981</b>
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		
In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).		

**ISSUE:** Upon the occasion of his retirement, it is fitting the Commission formally recognize the contributions to police training of Stan Anderson, Director of the Santa Rosa Regional Training Center.

**BACKGROUND:** Stan Anderson is retiring May 31, 1981 as Director of the Santa Rosa Regional Training Center, a position he has held since 1973. Between 1958 and 1973, he was a full time instructor/coordinator of the Administration of Justice Program at Santa Rosa Junior College. He began his law enforcement career with the Berkeley Police Department in 1943, and continued as Chief Criminal Deputy at Lake County Sheriff's Department from 1954 to 1958.

**ANALYSIS:** It is fitting the Commission formally recognize Stan's many contributions to the field of police training. He was instrumental in developing the Santa Rosa Center, which annually trains many hundreds of peace officers. Stan has assisted POST in many statewide curriculum development and training improvement efforts.

**RECOMMENDATION:** That the Commission approve the attached resolution recognizing Stan Anderson for his contributions to the field of police training.

Attachment

State of California

## Commission on Peace Officer Standards and Training

### Resolution

Whereas, Stan Anderson is retiring May 31, 1981 as Director of the Santa Rosa Regional Criminal Justice Training Center, and

Whereas, He has made a significant and lasting contribution to the field of law enforcement training in California, and

Whereas, He has provided the leadership which resulted in the development of the Northern California Regional Criminal Justice Training and Education System and the Santa Rosa Training Center, and

Whereas, He has served as the Director of the Santa Rosa Center since its founding in 1973 and Instructor/Coordinator of the Santa Rosa Administration of Justice Program from 1958-1973, and

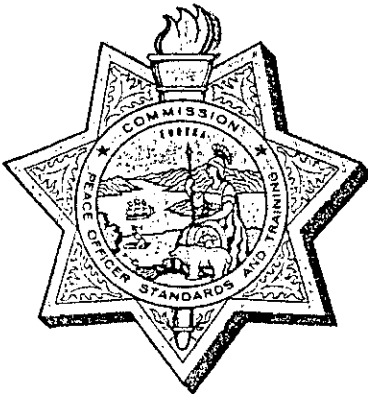
Whereas, His efforts have resulted in thousands of peace officers being better trained, and

Whereas, He has assisted the Commission on Peace Officer Standards and Training with numerous statewide training improvements, and

Whereas, Stan has earned the respect and admiration of all those in law enforcement and the police training communities. NOW THEREFORE BE IT

RESOLVED that, the Commission on Peace Officer Standards and Training does formally recognize these many achievements and contributions to professional California law enforcement and

BE IT FURTHER RESOLVED that, the Commission wishes Stan Anderson the greatest happiness in his well-earned retirement.



\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Executive Director

## AGENDA ITEM SUMMARY SHEET

Agenda Item Title DOJ Training Center/POST Interagency Agreement, FY 1981/82		Meeting Date April 16-17, 1981
Division Operations	Division Director Approval <i>Franklin W. Koch</i>	Researched By <i>Gene DeCrona</i>
Executive Director Approval <i>Norman C. Behm</i>	Date of Approval 3-30-81	Date of Report March 19, 1981
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact Yes (See Analysis per details) <input checked="" type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page \_\_\_\_).

Issue

In a memorandum to the POST Executive Director dated December 15, 1980, the Director of the Division of Law Enforcement for the Department of Justice requested approval of an Interagency Agreement in the amount of \$638,079 for fiscal year 1981/82. The purpose of the agreement would be to support presentation cost of law enforcement training certified by POST to the DOJ Training Center.

Background

POST has been involved with DOJ/TC in Interagency Agreements for the past four fiscal years. The amount of the agreement each year has been based on actual cost to DOJ/TC for instruction, coordination, clerical, supplies, travel and subsistence. Each year the total cost to the POTF has increased along with the number of course presentations and student training hours.

The objectives of POST involvement with DOJ/TC is to provide quality training to law enforcement based on the special expertise of DOJ trainers which is not ordinarily available through other sources, and to provide on-site training to small and medium sized agencies in remotely located areas of the state not otherwise available through local training institutions.

Request for certifications (RFC's) have been sent to non-tuition presenters on the Law Enforcement Skills and Knowledge Modular Course and seven additional technical courses. To date six training centers have indicated an interest in seeking certification for the Modular Course. No interest has yet been received on the additional courses. POST will certify the modular course to several non-tuition charging presenters prior to fiscal year 1981/82.

Analysis

The original request for \$638,079 has been reviewed by staff and several modifications have been made to the proposed schedule of courses by POST staff in agreement with the DOJ staff. These changes resulted in reduction of the request to \$594,072. The modifications appear to enhance the program and provide California law enforcement with a quality training program for fiscal year 1981/82. The proposed IAA for FY 1981/82 is 4% more than the FY 1980/81 IAA of \$571,000.

The revised schedule will provide for 165 presentations of 30 separate certified courses to approximately 3,579 trainees for 119,656 trainee hours. Estimated cost is \$4.96 per training hour.

Utilize reverse side if needed



New certification for the Fiscal Year 1981/82 IAA will include PCP and Narcotic Conspiracy, both 8-hour presentations added to the modular course. Investigation of Computer Crimes (40 hours) is being added to enhance the other White Collar crimes program. Street Gang Activity Course (24 hours) will be in addition to the already certified Prison Gang Activity Course.

The amount of agreed expenditures for DOJ modular training will be controlled through the Interagency Agreement POST coordinator. All presentations must be approved by the coordinator prior to any training commitment by DOJ/TC. This process provides POST staff the opportunity to determine the availability of training through non-tuition or contract presenters.

POST staff believes that the approval of the attached agreement will be in the best interest of law enforcement. Until such time as other courses are certified and evaluated for quality, the DOJ/TC courses should continue to be available without interruption.

DOJ/TC courses have consistently received high ratings on the course evaluations by trainees. The attention given to each course by the DOJ/TC program managers is consistent with quality training.

(Refer to Attachments 1-A and 1-B for specific course data)

Statement of Justification/Need

The courses proposed in the Interagency Agreement are highly technical, and generally fall into three major job specific categories---investigation, intelligence, and narcotics. The Law Enforcement Modular Training is designed for skills and knowledge subjects and include the following 8-hour modules:

- Report Writing
- Officer Safety and Field Tactics (uniform personnel)
- Officer Safety and Field Tactics (non-uniform personnel)
- Laws of Arrest, Search and Seizure
- Field Evidence Collection
- Searching and Handcuffing Techniques
- Takedowns and Control Holds
- Baton Techniques
- Interviewing and Interrogation Techniques
- Narcotics and Drugs
- Crisis Intervention
- Hostage Negotiations
- PCP

All intelligence/organized crime courses have been reviewed by the Organized Crime Branch Advisory Committee and recommended for continuation.

Statement of Justification/Need (continued)

All courses have been reviewed by POST staff and it is believed that they properly address existing problems for law enforcement agencies. Staff will continue to review the DOJ training program and evaluate user need and appropriateness of training as determined by the POST Resources Management System.

Recommendation

Authorize the Executive Director to approve an Interagency Agreement with the Department of Justice Training Center not to exceed \$594,072.

Attachments

## PROPOSED 1981/82 TRAINING PROGRAM

No. of Presentations

	No. of Presentations		Total Classroom Hours	Est. Attend. All Present. (*6)	Average Cost Per Course(*3)	Est. POST Cst. on IAA (*3&*4)
	Hours	Offsite				
	Training Center		Est. Class Sizes (*6)	Total Hours	Est. Attend. All Present. (*6)	Average Cost Per Course(*3)
	Hours	Offsite				
Air/Marine Narc. Smug. (*8)	32	2	2	64	40	\$ 3522
Analyst (C.I. Data)	76	0	2	152	30	5310
Cargo Theft Investigation	40	0	6	240	120	3531
Chief Executive Course	16	2	0	32	30	2837
Collector (C.I. Data)	76	4	1	380	90	6914
Commander (C.I.)	36	0	2	72	40	3083
Economic Crime Invest.	40	0	8	320	160	3421
Fencing Investigation	40	0	6	240	120	3899
Gambling Invest. (O.C.)	40	4	0	160	80	3680
Heroin Influence	20	8	8	160	280	2873
Homicide Invest. (*8)	40	1	1	80	40	4767
Inform.Dev.& Maint. (O.C.)	36	6	2	288	200	3780
Intro. to Crime Analysis	36	0	4	144	60	3268
Inv.of Computer Crime (*1)	40	0	3	120	45	3485
Inv.Crimes Agnst.Elderly	40	0	4	160	80	3531
Latent Print Techniques	40	0	2	80	24	2174
Link Analysis Techniques	8	6	0	48	90	902
Mgt. of Records Function	76	1	1	152	50	6748
Modular Training (L.E.)	20(*5)	27	0	540 (*2)	675	2609
Narcotic Commander	36	0	2	72	40	2981
Narc. Enf. for Peace Off.	20	15	0	300	375	2631
Narcotic Invest. (*8)	80	0	10	800	180	10535
Org.Crime Analysis Prog.	20	0	1	20	10	1605
Prison Gang Activity	36	6	0	216	180	3671
Protective Services	36	2	2	144	80	2895
Sinsemilla Eradication	80	2	0	160	40	6503
Spec.Surveillance Equip.	36	3	3	216	90	2629
Street Gang Activity (*1)	24	5	1	144	120	2675
Urban Terrorist Activity	36	2	2	144	120	3221
Visual Invet. Analysis	8	6	0	48	90	920
				<u>5696</u>	<u>3579</u>	<u>\$594072</u>

\*1 New courses without additional funding.

\*2 25% of total hours may be given as 8-hour

\*3 Included 15% indirect.

\*4 Budgets based on established class size.

\*5 Typical Modular program consists

of 20 hours of instruction. (FY 79/80)

\*6 20% over enrollment each presentation allowable.

\*7 Maximum enrollment depending on curriculum.

\*8 Funded by POST Plan II.

1981/82

BUDGET BREAKDOWN  
IN COMPLIANCE WITH POST REQUIREMENTS

Courses	Instruct.	Coordination			Materials	Travel	Sub-Total	15% Indirect	Estim. Cost	
		Presite	Onsite	Clerical					Per Presentation	
Air/Marine Narc. Smug.	\$ 800	\$ 96	\$ 288	\$ 240	\$ 495	\$ 1144	\$ 3063	\$ 459	\$	3522
Analyst (C.I. Data)	1900	228	684	570	385	850	4617	693		5310
Cargo Theft Investigation	1000	120	360	300	220	1070	3070	461		3531
Chief Executive Course	750	48	144	120	25	1380	2467	370		2837
Collector (C.I. Data)	2300	228	495	570	255	2164	6012	902		6914
Commander (C.I.)	1000	108	324	270	121	858	2681	402		3083
Economic Crime Invest.	1000	120	360	300	195	1000	2975	446		3421
Fencing Investigation	1000	120	360	300	180	1430	3390	509		3899
Gambling Invest. (O.C.)	1000	120	360	300	190	1230	3200	480		3680
Heroin Influence	900	60	144	150	100	1144	2498	375		2873
Homicide Invest.	1375	120	360	300	275	1715	4145	622		4767
Inform.Dev.& Maint. (O.C.)	1300	108	324	270	218	1067	3287	493		3780
Intro.to Crime Analysis	900	108	324	270	165	1075	2842	426		3268
Inv. of Computer Crimes	1000	120	360	300	250	1000	3030	455		3485
Inv.Crimes Agnst.Elderly	1000	120	360	300	218	1072	3070	461		3531
Latent Print Techniques	1000	120	360	300	110	-	1890	284		2174
Link Analysis Techniques	200	24	-	60	75	425	784	118		902
Mgt. of Records Function	1900	228	684	570	341	2145	5868	880		6748
Modular Training (L.E.)	589	60	180	300	528	612	2269	340		2609
Narcotic Commander	900	108	324	270	275	715	2592	389		2981
Nar. Enf. for Peace Off.	1000	60	-	150	506	572	2288	343		2631
Narcotic Investigation	6875	240	720	600	726	-	9161	1374		10535
Org.Crime Analysis Prog.	500	60	180	150	61	445	1396	209		1605
Prison Gang Activity	900	108	324	270	160	1430	3192	479		3671
Protective Services	900	108	324	270	165	750	2517	378		2895
Sensemilla Eradication	2500	240	720	600	165	1430	5655	848		6503
Spec.Surveillance Equip.	900	108	324	270	254	430	2286	343		2629
Street Gang Activity	600	72	216	180	206	1052	2326	349		2675
Urban Terrorist Activity	900	108	324	270	484	715	2801	420		3221
Visual Invest. Analysis	200	24	-	60	121	395	800	120		920

## AGENDA ITEM SUMMARY SHEET

Agenda Item Title <i>Executive Development Course Contract - Fiscal Year 1981/82</i>		Meeting Date <i>April 16-17, 1981</i>
Division <i>Operations</i>	Division Director Approval <i>Frederick W. Koch</i>	Researched By <i>Ted Morton</i>
Executive Director Approval <i>William C. Boehm</i>	Date of Approval <i>3-30-81</i>	Date of Report <i>March 26, 1981</i>
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		
In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).		

ISSUES

Commission review and final approval of the Executive Development Course contract costs for Fiscal Year 1981/82. The total maximum cost is \$47,350.

BACKGROUND

Commission Regulation 1005(e) provides that every regular officer who is appointed to an executive position may attend the Executive Development Course and the jurisdiction may be reimbursed provided the officer has satisfactorily completed the training requirements of the Management Course.

The single contractor for the Executive Development Course is Cal-Poly Kellogg Foundation, located on the California State Polytechnic University, Pomona, campus. The Cal-Poly Kellogg Foundation has been under contract to present the course since October, 1979.

ANALYSIS

The presentations by the Cal-Poly Kellogg Foundation have been well received. The coordinators of the course have developed a special expertise in identifying law enforcement management needs, developing an excellent core of subject materials that meet the needs of the trainees. This expertise has attracted a top level group of instructors, with state and national reputations, who receive high evaluations for their contributions to solving contemporary issues. The instructors are recognized for their expertise in law enforcement management, psychology, management consulting, legal matters, education and social issues.

The contract provides for five presentations in the Fiscal Year 1981/82, training a minimum of 100 chiefs, sheriffs and top level law enforcement management personnel.

RECOMMENDATION

Staff recommends that the Commission authorize the Executive Director to enter into contract agreements with Cal-Poly Kellogg Foundation for five presentations of the POST Executive Development Course at a maximum cost of \$47,350.

## AGENDA ITEM SUMMARY SHEET

Agenda Item Title <b>Management Course Contracts - Fiscal Year 1981/82</b>		Meeting Date <b>April 16-17, 1981</b>
Division <b>Operations</b>	Division Director Approval <i>Franklin W. Koch</i>	Researched By <i>TM</i> <b>Ted Morton</b>
Executive Director Approval <i>Memorandum Behn</i>	Date of Approval <b>4-2-81</b>	Date of Report <b>March 27, 1981</b>
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page \_\_\_\_\_).

ISSUES

Commission review and final approval of the Management Course contracts for Fiscal Year 1981/82. The total maximum cost is \$182,585.

BACKGROUND

Staff has met with each coordinator representing the five contract presenters for the Management Course. Staff has identified a need for 21 contract course presentations during the Fiscal Year 1981/82.

ANALYSIS

Course costs are consistent with POST tuition guidelines. Required performance objectives are being satisfactorily presented by each contractor.

The Fiscal Year 1981/82 contract costs for 21 presentations will not exceed a total of \$182,585. The following costs have been agreed to by the presenters:

California State University, Humboldt-5 presentations; \$41,620  
 California State University, Northridge-3 presentations; \$24,051  
 California State University, San Jose-3 presentations; \$27,174  
 California State University, Long Beach-5 presentations; \$41,105  
 Regional Training Center, San Diego-5 presentations; \$48,635

A minimum number of 420 law enforcement middle managers will attend the 21 presentations during the fiscal year.

RECOMMENDATION

Staff recommends that the Commission authorize the Executive Director to enter into contract agreements with the current five contractors to present twenty-one (21) presentations of the Management Course during Fiscal Year 1981/82, not to exceed a total contract cost of \$182,585.

Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title CALIFORNIA STATE UNIVERSITY AND COLLEGES CONTRACT		Meeting Date April 16-17, 1981
Division Standards and Evaluation	Division Director Approval <i>[Signature]</i>	Researched By Jim Phillips
Executive Director Approval <i>[Signature]</i>	Date of Approval 4-1-81	Date of Report March 30, 1981
Purpose: Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page \_\_\_\_\_).

ISSUE

There is a need to augment the expertise of POST staff in several specialty areas. These specialty areas are: systems analysis, computer programming and data processing services. To meet these needs we are preparing a master contract in the amount of \$500,000.00 with the California State University System.

BACKGROUND

The Commission authorized the Executive Director to submit Budget Change Proposals (BCP's) for the current fiscal year as follows:

1. Basic Course Equivalency Examination	\$ 350,000
2. SCR 52 (Section 832 P.C. Study)	50,000
3. Executive Management Training	300,000
4. Computer Assisted Instruction	50,000
5. Curriculum Development	300,000
Total	<u>\$1,050,000</u>

In addition there are a number of current projects that need consultative/research expertise. A detailed analysis of those projects is attached. A listing by project title follows:

1. State-Wide Job Analysis
2. Basic Course Proficiency Examination
3. Coordination of variables affecting:
  - a. State-Wide Job Analysis
  - b. Performance Objectives
  - c. Proficiency Test
  - d. Basic Course Equivalency Examination
4. Language Ability
5. Physical Performance Testing
6. Readability Analysis
7. Evaluation of Training
8. Survey Analysis
9. Development of a data gathering, key entry, data storage, data analysis and feed back system concerning:
  - a. Vision
  - b. Hearing
  - c. Minimum Education
  - d. Physical Agility
  - e. Emotional Stability
  - f. Performance Appraisals
  - g. Technical Training

Utilize reverse side if needed

The prepared master contract would be used to provide staff and equipment to complete the projects listed, except the BCP's for SCR 52 and Computer Assisted Instruction. Separate Agenda Items relating to these two BCP's have been prepared.

ANALYSIS

A master contract making available all the resources of the California State University Systems would greatly facilitate the completion of approved BCP's and projects in process. Staff, materials and equipment can be contracted through one contract rather than a series of contracts.

RECOMMENDATION

Commission approval to negotiate a contract with the California State University System in the amount of \$500,000.00.



Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Continuation of our Relationship with CPS Regarding the Administration of the Proficiency Test		Meeting Date April 16, 1981
Division Standards & Evaluation Services	Division Director Approval	Researched By John W. Kohls <i>JKH</i>
Executive Director Approval <i>Norman C. Beeher</i>	Date of Approval 4-3-81	Date of Report April 3, 1981
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/>		Financial Impact Yes (See Analysis per details) <input checked="" type="checkbox"/> No <input type="checkbox"/>
In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page _____).		

BACKGROUND:

With the approval of the Commission, POST entered into an agreement with Cooperative Personnel Services (CPS) of the State Personnel Board to administer the Proficiency Test Program. This agreement is in effect until June 30, 1981. The Standards and Evaluation Services Bureau has monitored the effectiveness of the services provided by CPS and the advantages and disadvantages of continuing the relationship with CPS. The purpose of the evaluation was to arrive at a recommendation concerning the continuation of the relationship with CPS for F.Y. 1981-82.

ANALYSIS:

As projected by the original analysis of this issue, Cooperative Personnel Services has been able to administer the Training Proficiency Test Program at a relatively low cost (much lower than if POST provided the same service) and in an effective manner.

RECOMMENDATION:

Continue our relationship with Cooperative Personnel Services regarding the administration of the POST Training Proficiency Test. The cost to POST will not exceed \$28,000 for F.Y. 1981-82.

## AGENDA ITEM SUMMARY SHEET

Agenda Item Title <b>ADMINISTRATIVE CONTRACTS - FY 1981-82</b>		Meeting Date <b>April 16-17, 1981</b>
Division <b>Administrative Services</b>	Division Director Approval	Researched By <b>Jim Phillips</b>
Executive Director Approval <i>Merwin C. Beckman</i>	Date of Approval <b>3.30.81</b>	Date of Report <b>March 25, 1981</b>
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page \_\_\_\_\_).

ISSUE

Commission approval of routine service contracts for fiscal year 1981-82.

BACKGROUND

Each year there are a number of recurring services needed to support the reimbursement program. These services are routine in nature and provide for analysis of course evaluation responses, audit services, equipment maintenance and microfilming services.

ANALYSIS

These services are cost effective in that they provide staff with tools to: evaluate course effectiveness, determine the correctness of reimbursed claims, and maintain office machines in proper working order.

RECOMMENDATIONS

That approval be granted to enter into the following contracts:

Name of Contractor and Services Provided

- Benetech Inc. \$17,000  
Process CEI's and provide computer printouts of responses recorded
- State Controllor's Office 80,000  
Provide field audit services
- Xerox Corporation 6,271  
Routine maintenance for Xerox 4000 and 7000
- Department of Water Resources 5,500  
Provide microfilming services
- Wang Labs, Inc. 5,400  
Equipment Maintenance

Utilize reverse side if needed

## AGENDA ITEM SUMMARY SHEET

Agenda Item Title <b>Benetech, Inc.</b>		Meeting Date <b>April 16, 1981</b>
Division <b>Operations</b>	Division Director Approval <i>Bradley W. Koch by Acum</i>	Researched By <b>Gene DeCrona</b> <i>DeCrona</i>
Executive Director Approval <i>William C. Boehm</i>	Date of Approval <b>4-1-81</b>	Date of Report <b>March 30, 1981</b>
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input checked="" type="checkbox"/> (See Analysis per details) <input type="checkbox"/>		
In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).		

ISSUE:

POST currently has a contract with Benetech, Incorporated in the amount of \$8,000 to process Course Evaluation Instruments (CEI's) for Fiscal Year 1980/81. That amount was expended with the completion of January 1981 CEI processing. To complete the CEI processing for the remainder of Fiscal Year 1980/81, it will be necessary to amend the original contract from \$8,000 to \$14,000.

BACKGROUND:

The Commission at its regular meeting in January 1980 approved the Executive Director negotiating a contract with Benetech, Inc. for \$8,000 to process the Course Evaluation Instruments (CEI's) for Fiscal Year 1980/81. The amount of the contract was based on needs for only a portion of the fiscal year. It was anticipated that during the first half of Fiscal Year 1980/81 that changes in the means of processing CEI's would be developed or that additional sums would be sought to amend the existing contract.

At this time, CEI's cannot be processed through the POST computer system and no other effective means of processing has been developed.

ANALYSIS:

During the first half of Fiscal Year 1980/81, Benetech, Inc. processed 11,747 CEI's at the rate of fifty-two cents (52¢) per unit, totaling \$6,108.44. The balance in the contract is only \$1,891.56. Projections indicate that an additional \$6,000 will adequately cover the needs for the balance of Fiscal Year 1980/81. The \$14,000 contract would provide processing of 26,923 CEI units. The first eight (8) months of Fiscal Year 1980/81 has averaged 2,039 CEI's per month or a projection of 24,467 for the total year.

Benetech, Inc. has agreed to continue the contract for the balance of the fiscal year at the existing unit rate.

STATEMENT OF NEED/JUSTIFICATION:

CEI's are an integral part of the course quality control program. Information provided on each course presentation is needed to identify problem courses and presentations. Without this information, consultants have no systematic means of identifying problem courses, except by receipt of complaints from attendees or by actually auditing course presentations. It is more cost effective to identify problems through the use of CEI's. Consultants can then concentrate on monitoring those courses which the CEI's have identified as having problems.

Utilize reverse side if needed

STAFF RECOMMENDATIONS:

The Commission authorize the Executive Director to immediately seek amendment to contract #80-456-12 from \$8,000 to a maximum of \$14,000.

Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title <b>CONTRACT AUTHORIZATION FOR POST AUTOMATED INFORMATION SYSTEM-PROGRAMMER/ANALYST, KEY DATA OPERATORS</b>		Meeting Date <b>April 16-17, 1981</b>
Division <b>Information Services Bureau</b>	Division Director Approval <i>[Signature]</i>	Researched By <b>Jim Phillips</b>
Executive Director Approval <i>[Signature]</i>	Date of Approval <b>4-1-81</b>	Date of Report <b>March 30, 1981</b>
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page \_\_\_\_\_).

ISSUE

Commission approval is requested for the Executive Director to negotiate a contract for the programmer/analyst services and key data operators. This contract will provide services for: training record data conversion and programmer/analyst services.

BACKGROUND

Since January of 1979, the Commission has authorized the expenditure of \$208,000 for POST's Automated Information System. Of the amount authorized, \$170,680 has been used for bid preparation specifications, programmer/analyst services and key data operators. The remaining amount, \$37,320 has been allocated to computer equipment rental.

ANALYSIS

Data conversion involves transferring POST manually operated files to an electronic storage medium for future processing by the computer. It is a basic and time-consuming task. The volume is considerable and has exceeded initial estimates. It is anticipated that it will require the services of a programmer/analyst from May 1, 1981 through December 31, 1981, in order to have the system operational for POST needs. This is projected at \$48,000 (8 months @ \$6,000). It is now estimated that there is a minimum of 17,000 and a maximum of 37,000 training records to be converted. This will take three key data operators 12 to 25 weeks to complete the data conversion. To speed the rate of conversion, verification of data entered into the system and to meet a target date of August 31, 1981, we are requesting funds for two additional key data operators for a total of five during the period May 1, 1981 through August 31, 1981. Estimated cost for key data operators is \$41,300 (5 @ \$2,065 per month X 4). Total estimated additional funds to bring POST's Automated Information System to a viable system is \$89,300 (\$48,000 + \$41,300).

RECOMMENDATION

Approval to amend the existing contract with the Department of General Services by increasing the amount \$89,300, to a total of \$177,100 and extending the existing date from June 30, 1981 to December 31, 1981.

Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title <b>CONTRACT AUTHORIZATION FOR POST AUTOMATED INFORMATION SYSTEM - COMPUTER RENTAL</b>		Meeting Date <b>April 16-17, 1981</b>
Division <b>Information Services Bureau</b>	Division Director Approval <i>[Signature]</i>	Researched By <b>Jim Phillips</b>
Executive Director Approval <i>[Signature]</i>	Date of Approval <b>4-1-81</b>	Date of Report <b>March 30, 1981</b>
Purpose: Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/>		Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page \_\_\_\_\_).

ISSUE

Commission approval is requested for the Executive Director to negotiate a computer rental contract for fiscal year 1981-82. This contract will provide the equipment for continued development of an Automated Information System.

BACKGROUND

Since January of 1979, the Commission has authorized the expenditure of \$208,000 for POST's Automated Information System. Of the amount authorized \$37,320 has been allocated for computer rental. The remaining amount, \$170,680, has been allocated for bid specification, programmer/analyst services and key data operators.

ANALYSIS

Data conversion involves transferring POST manually operated files to an electronic storage medium for future processing by a computer. Funds provided by this contract will be used to continue renting a Four Phase, IV/50 computer. Major components of the system are: 1) IV/50 Processor, 2) Memory Module, 3) Printer, and 4) Video Support Modules.

RECOMMENDATION

Approval to negotiate a contract with IV/Phase System, Inc., in the amount of \$37,015 for fiscal year 1981-82.

Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title PC 832 Study Contract		Meeting Date April 16-17, 1981
Division Operations	Division Director Approval <i>Bradley W. Koch by Hun</i>	Researched By Brooks Wilson
Executive Director Approval <i>Norman C. Boehm</i>	Date of Approval 4-1-81	Date of Report
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page \_\_\_\_\_).

ISSUE

Contract awards for PC 832 Course Study.

BACKGROUND

The Commission has directed staff to issue an RFP for the above study. A copy of the RFP is attached. The study was directed by SCR, 52, 1980.

ANALYSIS

A POST bulletin was issued in January 1981 requesting interested parties to contract POST. Twenty RFP's were issued as a result of subsequent inquiry. On March 11, 1981, a bidder's conference was held in Sacramento and was attended by 10 vendors.

Deadline for submission for proposals is April 1, 1981, and will be evaluated by a five-member evaluation team and their recommendations will be submitted to the executive team for final recommendation to the Commission. The contract must be negotiated and signed prior to July 1, 1981.

RECOMMENDATION

To be made orally.

Attachment

## REQUEST FOR PROPOSAL - CONTRACT SPECIFICATIONS

### Project Title

832 Study

### Overview

Penal Code Section 830 lists 54 categories of peace officers or non-peace officers with powers of arrest. Penal Code 832 mandates the training standard for each category. For peace officers of city police departments and county sheriff's departments, the standard is the basic course prescribed by POST. Although many of the other categories voluntarily adhere to the POST basic training, many California peace officers receive only 40 hours of training in a POST prescribed course developed in 1971.

Senate Concurrent Resolution Number 52, 1980, (Presley) directs the Commission on Peace Officer Standards and Training, in consultation with concerned agencies and political entities to conduct a study of the training standard required by Penal Code 832 and to adopt a plan of action for development of more appropriate training.

The basic training prescribed by POST is a performance objective-based course. Instructional material has been developed for each objective.

### Products to be Developed

- I. A report, to be conveyed to the state legislature, containing the following elements:
  1. A detailed narrative on research methodology used in the project.
  2. An executive summary.
  3. A discussion of ramifications of Section 2231 of the Revenue and Taxation Code (which requires state reimbursement to local agency for state mandated costs).



4. A document listing performance objectives for recommended training course.
5. An action plan for developing training material.
6. An estimate of training time required to achieve objectives.
7. An estimate of cost, to agencies, of any additional training.
8. Recommendation for implementation.

II. Instructional material designed to achieve performance objective. Performance objective and instructional material will be extracted from the POST Basic Course and modified and/or supplemented as necessary.

Time Frame

1. Distribute RFP to potential contractors by February 28, 1981.
2. Hold bidders conference, by March 18, 1981, to resolve any ambiguities and provide any additional information needed.
3. Proposals due at POST by April 1, 1981.
4. Evaluate proposals and make recommendation to Commission at its April Commission Meeting.
5. Execute contract, with delivery dates, no later than June 15, 1981.

Proposal Content

1. Resume of contractor or, if a firm, of employee(s) to be assigned; a list of similar types of consulting contracts successfully completed with a sample of such work; a list of sub-contractors, if applicable.
2. Proposed methodology. Methodology must include consultation with law enforcement agencies and political entities effected by the training.

3. Project Budget.
4. Time frame for activities and delivery of products. Product #1 (above) must be delivered no later than January 1, 1982.

Costs

Total cost cannot exceed \$50,000.00. Payment will be made as specified in the State Administrative Manual Sections 1243 and 1244.

Selection and Review Process

Proposals will be reviewed by a staff selection committee established by POST. Factors will include costs, proposed methodology, timeliness of product delivery dates, capability of project personnel, prior successful efforts, reputation, and others as deemed appropriate. The Commission may reject all proposals and need not select the lowest bid.

Contract Provisions:

In addition to specified products and processes to be described in the contract, the following conditions shall also apply:

- a. The Fair Employment Practices statement (attached).
- b. All products developed are to be kept confidential and for the sole use of the Commission.
- c. Contract may be cancelled by either party upon five days written notice for any cause.
- d. Acceptability of products delivered will be determined by the Commission.

## FAIR EMPLOYMENT PRACTICES ADDENDUM

1. In the performance of this contract, the Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, ancestry, sex\*, age\*, national origin, or physical handicap\*. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, ancestry, sex\*, age\*, national origin, or physical handicap\*. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by the State setting forth the provisions of this Fair Employment Practices section.

2. The Contractor will permit access to his/her records of employment, employment advertisements, application forms, and other pertinent data and records by the State Fair Employment Practices Commission, or any other agency of the State of California designated by the awarding authority, for the purpose of investigation to ascertain compliance with the Fair Employment Practices section of this contract.

### 3. Remedies for Willful Violation:

- (a) The State may determine a willful violation of the Fair Employment Practices provision to have occurred upon receipt of a final judgement having that effect from a court in an action to which Contractor was a party, or upon receipt of a written notice from the Fair Employment Practices Commission that it has investigated and determined that the Contractor has violated the Fair Employment Practices Act and has issued an order, under Labor Code Section 1426, which has become final, or obtained an injunction under Labor Code Section 1429.
- (b) For willful violation of this Fair Employment Practices provision, the State shall have the right to terminate this contract either in whole or in part, and any loss or damage sustained by the State in securing the goods or services hereunder shall be borne and paid for by the Contractor and by his/her surety under the performance bond, if any, and the State may deduct from any moneys due or that thereafter may become due to the Contractor, the difference between the price named in the contract and the actual cost thereof to the State.

*\*See Labor Code Sections 1411 - 1432.5 for further details.*

## RESOLUTION CHAPTER \_\_\_\_\_

Senate Concurrent Resolution No. 52—Relative to the Commission on Peace Officer Standards and Training.

## LEGISLATIVE COUNSEL'S DIGEST

SCR 52, Presley. Commission on Peace Officer Standards and Training.

This measure would direct the Commission on Peace Officer Standards and Training to conduct a study of basic training standards for peace officers and to adopt a plan relating to the development of more appropriate training standards. The commission would be required to report to the Legislature by January 26, 1982, describing the plan adopted.

WHEREAS, The Commission on Peace Officer Standards and Training has been created by the Legislature to raise and maintain the competence of local and state law enforcement officers; and

WHEREAS, It is the Legislature's intent that the Commission on Peace Officer Standards and Training accomplish this goal by, among other things, promulgating training standards; and

WHEREAS, The Legislature has identified a need for further enhancement of such training standards for officers who need not meet the Commission on Peace Officer Standards and Training's basic course requirements for peace officers under Sections 13510 and 13510.5 of the Penal Code; now, therefore, be it

*Resolved by the Senate of the State of California, the Assembly thereof concurring*, That the Commission on Peace Officer Standards and Training, in consultation with state and local law enforcement agencies and local political entities, is hereby directed to conduct a study of basic training standards for peace officers described in Section 832 of the Penal Code and to adopt a plan of action relating to the development of more appropriate training standards. It is recommended that the sum of fifty thousand dollars (\$50,000) be appropriated by the

Legislature to the Commission on Peace Officer Standards and Training from the Peace Officer Training Fund to the budget of the commission to carry out this study; and be it further

*Resolved*, That the Commission on Peace Officer Standards and Training report to the Legislature by January 26, 1982, describing the plan which has been adopted; and be it further

*Resolved*, That the Secretary of the Senate transmit a copy of this resolution to the Commission on Peace Officer Standards and Training.

## AGENDA ITEM SUMMARY SHEET

Agenda Item Title <b>Computer-Based Education Study Contract</b>		Meeting Date <b>April 16-17, 1981</b>
Division <b>Operations</b>	Division Director Approval <i>Bradley W. Koch by Dean</i>	Researched By <b>Brooks Wilson</b>
Executive Director Approval <i>William C. Helm</i>	Date of Approval <b>4-1-81</b>	Date of Report <b>March 13, 1981</b>
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page \_\_\_\_).

ISSUE

Contract awards for Computer-based Education Study.

BACKGROUND

The Commission has directed staff to issue an RFP for the above study. A copy of the RFP is attached. The study was recommended by the Executive Director.

ANALYSIS

A POST bulletin was issued in January 1981 requesting interested parties to contract POST. Twenty RFP's were issued as a result of subsequent inquiry. On March 11, 1981, a bidder's conference was held in Sacramento and was attended by 10 vendors.

Deadline for submission of proposals is April 10, and will be evaluated by a five-member evaluation team and their recommendations will be submitted to the executive team for final recommendation to the Commission. The contract must be negotiated and signed prior to July 1, 1981.

RECOMMENDATION

To be made orally.

Attachment

## REQUEST FOR PROPOSAL - CONTRACT SPECIFICATIONS

### Project Title

Computer-Based Education Study

### Overview

Computer-based education (CBE), for purposes of this study encompasses computer-assisted instruction (CAI) and computer-managed instruction, and is defined as "a system employing a computer in interaction with the student, enhanced by multi-media instruction, to execute and manage the instructional process."

This study will consist of a thorough examination of the CBE process - current, past and potential applications - to determine if it could be cost effectively and practically applied in the POST training program and to what extent. Cost effectiveness will be considered in two dimensions: 1) maintaining current quality/quantity at a reduced cost or 2) increasing quality/quantity at the same cost.

### Product to be Developed

A report with the following elements:

1. A detailed narrative on research methodologies. The contractor shall utilize an advisory panel consisting of POST staff and selected participants in the POST system.
2. Complete bibliography, including interviews.
3. A discussion of the applicability of CBE to each of the POST training course categories listed and to POST testing. See attached.
4. A cost comparison, made at the level and scope of any recommended application, of existing system and one employing CBE.

5. Plan for implementation of any recommended application.
  6. Conclusion and recommendation.
- 

#### Time Frame

1. Distribute RFP to potential contractors by February 28, 1981.
2. Hold bidders conference, by March 31, 1981, to resolve any ambiguities and provide any additional information needed.
3. Proposals due at POST by April 10, 1981
4. Evaluate proposals and make recommendation to Commission at its April Commission Meeting.
5. Execute contract, with delivery dates, no later than June 15, 1981.

#### Proposal Content

1. Resume of contractor or, if a firm, of employee(s) to be assigned; a list of similar types of work successfully completed, with a sample of such work; and a list of sub-contractors, if applicable.
2. Proposed methodology. Methodology must include consultation with law enforcement agencies and political entities effected by the training.
3. Project Budget.
4. Time frame for activities and delivery of products.

#### Costs

Total cost cannot exceed \$50,000.00. Payment will be made as specified in the State Administrative Manual Sections 1243 and 1244.

Selection and Review Process

Proposals will be reviewed by a staff selection committee established by POST. Factors will include costs, proposed methodology, timeliness of product delivery dates, capability of project personnel, prior successful efforts, reputation, and others as deemed appropriate. The Commission may reject all proposals and need not select the lowest bid.

Contract Provisions

In addition to specified products and processes to be described in the contract, the following conditions shall also apply:

- a. The Fair Employment Practices statement (attached).
- b. All products developed are to be kept confidential and for the sole use of the Commission.
- c. Contract may be cancelled by either party upon five days written notice for any cause.
- d. Acceptability of products delivered will be determined by the Commission.



## FAIR EMPLOYMENT PRACTICES ADDENDUM

1. In the performance of this contract, the Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, ancestry, sex\*, age\*, national origin, or physical handicap\*. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, ancestry, sex\*, age\*, national origin, or physical handicap\*. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by the State setting forth the provisions of this Fair Employment Practices section.

2. The Contractor will permit access to his/her records of employment, employment advertisements, application forms, and other pertinent data and records by the State Fair Employment Practices Commission, or any other agency of the State of California designated by the awarding authority, for the purpose of investigation to ascertain compliance with the Fair Employment Practices section of this contract.

### 3. Remedies for Willful Violation:

- (a) The State may determine a willful violation of the Fair Employment Practices provision to have occurred upon receipt of a final judgement having that effect from a court in an action to which Contractor was a party, or upon receipt of a written notice from the Fair Employment Practices Commission that it has investigated and determined that the Contractor has violated the Fair Employment Practices Act and has issued an order, under Labor Code Section 1426, which has become final, or obtained an injunction under Labor Code Section 1429.
- (b) For willful violation of this Fair Employment Practices provision, the State shall have the right to terminate this contract either in whole or in part, and any loss or damage sustained by the State in securing the goods or services hereunder shall be borne and paid for by the Contractor and by his/her surety under the performance bond, if any, and the State may deduct from any moneys due or that thereafter may become due to the Contractor, the difference between the price named in the contract and the actual cost thereof to the State.

*\*See Labor Code Sections 1411 - 1432.5 for further details.*

POST COURSE CATEGORIES

- A. BASIC COURSE
- B. ADVANCED OFFICER CRS
- C. SUPERVISORY COURSE
- D. MANAGEMENT COURSE
- E. EXECUTIVE DEVELOPMENT COURSE
- F. SUPERVISION COURSE
- G. MANAGEMENT COURSE
- H. EXECUTIVE COURSE
- I. TECHNICAL COURSES
- J. APPROVED COURSES

Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title <b>Delegation of Contract Approval</b>		Meeting Date <b>April 16-17, 1981</b>
Division <b>Adm. Services Bureau</b>	Division Director Approval	Researched By <b>Jim Phillips</b>
Executive Director Approval <i>William C. Becken</i>	Date of Approval <b>3-30-81</b>	Date of Report <b>March 24, 1981</b>
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page \_\_\_\_\_).

ISSUE

The State Administrative Manual, Section 1206, exempts contracts and interagency agreements of specified dollar amounts from the Department of General Services approval. The specified dollar amount has been changed from \$5,000.00 to \$10,000.00.

BACKGROUND

Commission policy has been to delegate approval authority to the Executive Director in accordance with the guidelines of the State Administrative Manual, Section 1206.

ANALYSIS

Delegated approval authority for contracts and interagency agreements meeting criteria established by the State Department of General Services facilitates activities of the Commission. The Executive Director is able to respond rapidly to immediate needs that can be accomplished through routine contracts and interagency agreements.

RECOMMENDATION

That Commission Policy B-4 be amended to increase the dollar value of contracts and interagency agreements delegated to the Executive Director for approval, from \$5,000.00 to \$10,000.00.

Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title <b>REGULATIONS REVIEW REQUIRED BY AB 1111</b>		Meeting Date <b>April 16-17, 1981</b>
Division <b>ADMINISTRATION</b>	Division Director Approval <i>[Signature]</i>	Researched By <b>Beverley Clemons</b> <i>[Signature]</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval <b>3-17-81 3:30 PM</b>	Date of Report <b>March 16, 1981</b>
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input checked="" type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page \_\_\_\_\_).

ISSUE

AB 1111, effective July 1, 1980, and Executive Order B72-80 signed by the Governor on October 9, 1980, require state regulatory agencies to conduct a comprehensive review of all existing regulations. The review process requires that all regulations adopted prior to July 1, 1980 shall be analyzed and assessed against the five (5) specific criteria of necessity, authority, clarity, consistency, and reference.

BACKGROUND

The Office of Administrative Law (OAL) was mandated to oversee the review process, which was to be held in a public meeting to afford equal opportunity for participation and input from the public and POST constituency. A Staff Committee was selected for the purpose of coordinating the review process between the Commission and OAL. The role of the Staff also was to conduct a preliminary comprehensive review of the Regulations based on the five stated standards and submit the findings to the Advisory Committee.

The Commission directed the Advisory Committee to publicly review the Regulations at the Committee's March meeting and submit the findings to the Commission at its April 16 meeting. Public and constituency input was invited, and none was received.

ANALYSIS

In a combined effort between the Staff Committee and the Advisory Committee, the Regulations were reviewed from the perspective of the five standards: necessity, authority, clarity, consistency, and reference. A copy of the reviewed Regulations is included in this report for review and consideration. The proposed additions are shown underlined and recommended deletions are identified by strike-overs. Each proposed change has a stated explanation.

In accordance with Government Code Section 11349, a final report on the results of the review must be submitted to OAL by June 30, 1981. The final report will be prepared by the Staff Committee based on the approval of the proposed changes or additional amendments by the Commission. Any recommended additions, amendments, or deletions must be considered through the regular Public Hearing process as required under the State Administrative Procedures Act.

(Continued on Page 2)

Utilize reverse side if needed

RECOMMENDATION

The requested action from the Commission is:

1. To approve the findings for amendments of the Regulations as indicated, and
2. To set a Public Hearing at the October Commission Meeting for the purpose of adopting the recommended amendments.

Revised:  
~~January 1, 1981~~  
January 1, 1982

## REGULATIONS

### CALIFORNIA ADMINISTRATIVE CODE

The Regulations of the Commission on Peace Officer Standards and Training are established and adopted in compliance with and by authority of Penal Code Sections 13500 et. seq. 13506 and 13510 of the Penal Code of California.

The Regulations are codified in Title 11, Chapter 2 of the California Administrative Code of California, originally effective October 23, 1960, and revised effective ~~January 1, 1980.~~ January 1, 1982.

## TITLE 11

### PEACE OFFICER STANDARDS AND TRAINING

#### CHAPTER 2

#### COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

#### Article I. General

#### 1000. Objectives

The objectives of the Commission on Peace Officer Standards and Training are:

- (a) To raise the level of competence of regular, reserve, ~~peace officers~~ and specialized peace law enforcement officers:
  - (1) By establishing minimum standards relating to physical, mental, and moral fitness which shall govern the selection of such peace officers, and city police officers, peace officer members of county sheriffs' departments and districts as authorized by law, and specialized agencies, and
  - (2) By establishing minimum standards for training such peace officers.
- (b) To provide such services and aid to local law enforcement as ~~are~~ authorized by law.

Purpose of Amendment: To include reserve officers; and for clarity.

Authority: 13506 and 13503 P.C.; Reference: 13510 and 13510.5 P.C.

## 1001. Definitions

- (a) "Accredited College" is a community college, college or university accredited as such by:
  - (1) The department of education of the state in which the community college, college or university is located, or
  - (2) A recognized national or regional accrediting body, or
  - (3) The state university in the state in which the community college, college or university is located.
- (b) "The Act" refers to Part 4, Title 4 of the Penal Code of California, commencing at Section 13500 and entitled, "Standards and Training of Local Law Enforcement Officers."
- (c) "Approved Course" is a curriculum that is determined by the Commission to satisfy a legislative mandate. Approved courses are outlined described in \*PAM, Section D-7 Section 1017 of the Regulations.

Purpose of Amendment: Section 1017 is being deleted.

- (d) "Assistant Department Head" is a peace officer occupying the first position subordinate to a department head, is generally responsible for supervision of middle managers and/or supervisors, and is a position for which commensurate pay is authorized.

Purpose of Amendment: To be consistent with similar definitions.

- (e) "Certified Course" is a formal program of instruction for law enforcement for which the Commission approved individual presentations for the purpose of maintaining quality control.
- (f) "Commission" is the Commission on Peace Officer Standards and Training.
- (g) "Commuter Trainee" is one who attends a training course and travels between his or her department or normal residence and the course site each day.
- (h) "Department" in the Regular Program is a city police department, a county sheriff's department, a regional park district, a district authorized by statute to maintain a police department, the California Highway Patrol, the University of California Police, and the California State University and Colleges Police, and Community College District Police; or in the Specialized Program is a specialized agency, department, division, branch, bureau, unit, section, office or district that provides investigative or general law enforcement services.

Purpose of Amendment: To add new category to definition.

- (i) "Department Head" in the Regular Program is the chief of police, sheriff, or chief executive of a department; or in the Specialized Program is the peace officer chief law enforcement executive, directly responsible for administration of the specialized law enforcement function of an agency.

1001. Definitions (continued)

- (j) "Executive Position" is a position occupied by a department head, assistant department head, or a position between middle management and department head that is responsible principally for command assignments, the supervision of subordinate middle management and supervisory positions, is most commonly the rank of captain or higher, and is a position for which commensurate pay is authorized.
- (k) "First-Level Supervisory Position" is the supervisory peace officer position between the operational level and the "Middle Management Position", for which commensurate pay is authorized, and which in the upward chain of command, is responsible principally for the direct supervision of subordinates, or is subject to assignment of such responsibilities and most commonly is of the rank of Sergeant. The first level supervisory position does not encompass positions with limited or intermittent supervisory responsibilities, i.e., quasi-supervisory positions.

Purpose of Amendment: Clarity

- (l) "Full-time Employment" as defined by local charter or ordinance; and, the employee normally works in excess of 20 hours weekly or 87 hours monthly; and, the employee is tenured or has a right to due process in personnel matters; and, the employee is entitled to public safety workmans compensation and retirement provisions as are other full-time peace officer employees of the department.
- (m) "High School" is a school accredited as a high school by the department of education of the state in which the high school is located, or a school accredited as a high school by the recognized regional accrediting body, or a school accredited as a high school by the state university of the state in which the high school is located.
- (n) "Lateral Entry" refers to a hiring practice which may exempt an individual from established hiring procedures in a jurisdiction, and the individual's prior peace officer experience, level of responsibility, and/or training are taken into consideration in such appointment. ~~the appointment of a peace officer whose employment is based upon special qualifications and/or experience in the law enforcement field.~~

Purpose of Amendment: To more adequately define Lateral Entry

- (o) "Middle Management Position" is a management peace officer position between the first-level supervisory position and the department head position, for which commensurate pay is authorized, and which, in the upward chain of command, is responsible principally for management and/or command duties, and most commonly is of the rank of Lieutenant or higher.



1001. Definitions (continued)

- (p) "Non-Sworn Personnel Performing Police Tasks" are those full-time, nonpeace officer employees of participating departments for whom reimbursement may be claimed, based upon actual job assignment, as determined and approved by the Commission.
- (q) "Paraprofessional" is a full-time employee of a department in the Regular Program and includes, but is not limited to, such job classifications as: community service officer, police trainee, police cadet, and for whom reimbursement may be claimed for attendance of POST-certified courses as determined and approved by the Commission.
- (r) "POST Administrative Manual (PAM)" is a document containing Commission Regulations and Procedures, and Guidelines which implement the Regulations.
- (s) "Quasi-Supervisory Position" is a peace officer position above the operational level position, for which commensurate pay is authorized, is assigned limited responsibility for the supervision of subordinates, or intermittently is assigned the responsibility of a "First-level Supervisory Position", and most commonly is of a rank below that of Sergeant.
- (t) Regular Officer" is a peace officer regularly employed and paid as such who is subject to assignment to the prevention and detection of crime and the general enforcement of the criminal laws of this state while employed by a city police department, a county sheriff's department, a department or district enumerated in Penal Code Section 13507, or the California Highway Patrol. ~~a regional park district, a district authorized by statute to maintain a police department, or a peace officer regularly employed and paid as such who is employed by the California Highway Patrol, the University of California, or the California State University and Colleges.~~

Purpose of Amendment: Not necessary to list agencies in P.C. 13507.

- (u) "Reimbursement" is the financial aid allocated from the Peace Officer Training Fund, as provided in Section 13523 of the Act.
- (v) "Reimbursement Plan" consists of a combination of training-related expenditures for which reimbursement is approved by the Commission.
- (w) "Resident Trainee" is one who, while away from his or her department or normal residence, attends a training course and takes lodging and meals at or near the course site for one or more days/nights.
- (x) "Specialized Law Enforcement Agency" is:
  - (1) A segment of an agency which has policing or law enforcement authority imposed by law and whose employees are peace officers as defined by law; or

1001. Definitions (continued)

- (2) ~~An government~~ agency engaged in the enforcement of regulations or laws limited in scope or nature; or
- (3) ~~An government~~ agency that engages in investigative or other limited law enforcement activities in the enforcement of criminal law; and
- (4) ~~Which is~~ Authorized by the Commission to participate in the Specialized Law Enforcement Certificate Program.

Purpose of Amendment: "Government" is not germane to Specialized Program requirements.

- (y) "Specialized Peace Officer" is a peace officer employee of a specialized law enforcement agency authorized by the Commission to participate in the Specialized Law Enforcement Certificate Program.
- (z) "Trainee" is an employee of a department who is assigned to attend a POST-certified course.

Authority: 13506 P.C.; Reference: 13503, 13507, 13510, 13510.5 P.C.

1002. Minimum Standards for Employment

(a) Every peace officer employed by a department shall:

- (1) Be fingerprinted and a search made of local, state, and national fingerprint files to disclose any criminal record.
- (2) Not have been convicted of a felony in this state or any other state or in any federal jurisdiction, or of any offense in any other state or in any federal jurisdiction, which would have been a felony if committed in this state.
- (3) Be of good moral character as determined by a thorough background investigation as prescribed in PAM, Section C-1, "The Personal History Investigation." The background investigation shall be completed on or prior to the appointment date.
- (4) Be a high school graduate or have passed the General Education Development test with an overall score of not less than 45, and a standard score of not less than 35 on any section of the test, as established by the American Council on Education, or have attained a score on a written test of mental ability approved by the Commission and equivalent to that attained by the average high school graduate.
- (5) Be examined by a licensed physician and surgeon and must meet the requirements prescribed in PAM, Section C-2, "Physical Examination."

Purpose of Amendment: For consistency with California medical terminology, and Section 1031 G. C.

1002. Minimum Standards for Employment (continued)

- (6) Be interviewed personally prior to employment by the department head or a representative(s) to determine the peace officer's suitability for the police service, which includes but is not limited to as well as the peace officer's appearance, personality, maturity, temperament, background, and ability to communicate. This regulation may be satisfied by an employee of the department participating as a member of the peace officer's oral interview panel.
- (7) Be able to read at the level necessary to perform the job of a peace officer as determined by passing a "professionally developed" examination designed to test this skill. A professionally developed examination shall be job related. ~~as required in Title VII of the Civil Rights Act of 1964 as amended and defined in Equal Employment Opportunity Commission guidelines.~~

~~(b) It is emphasized that these are minimum entrance standards and do not preclude departments from hiring the best qualified individuals.~~

Purpose of Amendment: Clarity and subsection (b) is not necessary

~~(b) (c) Effective July 1, 1974, All requirements of Section 1002 of the Regulations shall apply to each lateral entrant, regardless of the rank to which the person is appointed, unless waived by the Commission.~~

Purpose of Amendment: Date is not necessary

Authority: 13506 P.C.; Reference: 13510, 13510.5 P.C., 1029-31 G.C., Title VII of the Civil Rights Act of 1964 and EEOC Guidelines.

1003. Notice of Peace Officer Appointment/Termination

Whenever a regular, specialized, or reserve peace officer is newly appointed, enters a department laterally, terminates, or changes peace officer status within the same agency, ~~i.e., reserve to regular,~~ the department shall notify the Commission within 30 days of such action on a form approved by the Commission as prescribed in PAM, Section C-4, "Notice of Peace Officer Appointment/Termination."

Purpose of Amendment: The specific reference is not necessary

Authority: 13506 P.C.; Reference: 13512 P.C.

1004. Conditions for Continuing Employment

- (a) Every peace officer employed by a department shall be required to serve in a probationary status for not less than 12 months.
- (b) Every peace officer employed by a department shall at the date of hire or within 24 months have been awarded by an accredited college and/or university no less than 6 college and/or university semester units or 9 quarter units acceptable to the Commission.

Authority: 13506 P.C.; Reference: 13510 P.C.

## 1005. Minimum Standards for Training

### (a) Basic Course (Required)

Penal Code Section 832.3 requires that peace officers of cities, counties and districts complete a course of training approved by the Commission on Peace Officer Standards and Training before exercising the powers of a peace officer. The course of training approved by the Commission is the Basic Course. Penal Code Section 832.3 further provides that peace officers who have not completed an approved course may exercise the powers of a peace officer while participating in a field training program approved by the Commission on Peace Officer Standards and Training.

- (1) Every regular officer, except those participating in a POST-approved field training program, shall be required to satisfactorily meet the training requirements of the Basic Course before being assigned duties which include the prevention and detection of crime and the general enforcement of state laws.

Requirements for the Basic Course are set forth in PAM, Section D-1, ~~"The Basic Course."~~

Purpose of Amendment: Title of Section is not necessary.

- (2) Regular Program agencies may assign newly appointed sworn personnel as peace officers for a period not to exceed 90 days from date of hire, without such personnel being enrolled in the Basic Course, if the Commission has approved a field training plan submitted by the agency and the personnel are full-time participants therein.

Requirements for POST-approved Field Training Programs are set forth in PAM, Section D-13, ~~"Field Training Program"~~.

Purpose of Amendment: Title of Section is not necessary.

- (3) Every specialized officer shall satisfactorily meet the training requirements of the Basic Course, PAM, Section D-1, within 12 months from the date of appointment as a regularly employed specialized peace officer; or for those specialized agency trainees whose primary duties are investigative and have not completed the Basic Course, the chief law enforcement administrator may elect to substitute the Specialized Basic Investigators Course, PAM, Section D-12.

### (b) Supervisory Course (Required)

- (1) Every peace officer promoted, appointed or transferred to a first-level supervisory position shall satisfactorily complete a certified Supervisory Course prior to promotion or within 12 months after the initial promotion, appointment or transfer to such position.
- (2) ~~(A)~~ Every regular officer who is appointed to a first-level supervisory position shall attend a certified Supervisory Course and the officer's jurisdiction may be reimbursed provided that the regular officer has been awarded or is eligible for the award of the Basic Certificate.

1005. Minimum Standards for Training (continued)

- (3) ~~(B)~~ Every regular officer who will be appointed within 12 months to a first-level supervisory position may attend a certified Supervisory Course, ~~notwithstanding the provisions of Regulation 1015(b), the regular officer's jurisdiction, upon the officer's appointment and within one year from the satisfactory completion of such training, may be reimbursed,~~ provided that the officer has been awarded or is eligible for award of the Basic Certificate.

Purpose of Amendment: Reference to reimbursement should be in 1015, and for consistency in subject matter and format.

- (4) ~~(C)~~ Every regular officer who is assigned to a quasi-supervisory position may attend a certified Supervisory Course and the officer's jurisdiction may be reimbursed for allowable travel and subsistence expenses only under Plan IV following satisfactory completion of such training, provided that the officer has been awarded or is eligible for award of the Basic Certificate.

Purpose of Amendment: To delete reference to a specific reimbursement plan; for clarity and format consistency.

- (3) Requirements for the Supervisory Course are set forth in PAM, Section D-3 ~~/~~. ~~"The Supervisory Course."~~

Purpose of Amendment: Title of Section is not necessary.

(c) Management Course (Required)

- (1) Every peace officer promoted, appointed or transferred to a middle management position shall satisfactorily complete a certified Management Course prior to promotion or within 12 months after the initial promotion, appointment or transfer to such position.
- (2) ~~(A)~~ Every regular officer who is appointed to a middle management or higher position shall attend a certified Management Course and the jurisdiction may be reimbursed, provided the officer has satisfactorily completed the training requirements of the Supervisory Course.
- (3) ~~(B)~~ Every regular officer who will be appointed within 12 months to a middle management or higher position may attend a certified Management Course, ~~notwithstanding the provisions of Regulation 1015(b), the regular officer's jurisdiction, upon the officer's appointment, and within one year from the satisfactory completion of such training, may be reimbursed,~~ provided that the officer has satisfactorily completed the training requirements of the Supervisory Course.

Purpose of Amendment: Reference to reimbursement should be in 1015, and for consistency of subject matter and format.

1005. Minimum Standards for Training (continued)

- (4) ~~(c)~~ Every regular officer who is assigned to a first-level supervisory position may attend a certified Management Course and the officer's jurisdiction may be reimbursed for allowable travel and subsistence expenses only under Plan IV following satisfactory completion of such training, provided that the officer has satisfactorily completed the training requirements of the Supervisory Course.

Purpose of Amendment: To delete reference to a specific reimbursement plan and for clarity.

- (3) Requirements for the Management Course are set forth in PAM, Section D-4~~/~~. ~~"The Management Course."~~

Purpose of Amendment: Title of Section is not necessary.

(d) Advanced Officer Course (Required)

- (1) ~~After July 1, 1971,~~ Every peace officer below the rank of first-level supervisory position as defined in Section 1001 (k) shall satisfactorily complete the Advanced Officer Course of 20 or more hours at least once every four years after completion of the Basic Course.

Purpose of Amendment: Date is not necessary

- (2) The above requirement may be met by satisfactory completion of any certified Technical Course of 20 or more hours~~/~~, or satisfactory completion of the alternative method of compliance as set forth in PAM, Section \_\_\_\_\_. (note) to be developed and included in the 1-1-82 revision.

Purpose of Amendment: To include commission policy - will be included in Commission Procedure Section of PAM.

- (3) Every regular officer, regardless of rank, may attend a certified Advanced Officer Course and the jurisdiction may be reimbursed.

- (4) Requirements for the Advanced Officer Course are set forth in PAM, Section D-2~~/~~. ~~"The Advanced Officer Course."~~

Purpose of Amendment: Title of Section is not necessary.

(e) Executive Development Course (Optional)

- (1) The Executive Development Course is designed for department heads and their executive staff positions. Every regular officer who is appointed to an executive position may attend a certified Executive Development Course and the jurisdiction may be reimbursed, provided the officer has satisfactorily completed the training requirements of the Management Course. ~~The Executive Development Course is optional.~~

Purpose of Amendment: Not necessary to repeat "optional."

1005. Minimum Standards for Training (continued)

- (2) Every regular officer who will be appointed within 12 months to a department head or executive position may attend a certified Executive Development Course, notwithstanding the provisions of Regulations 1015(b), the regular officer's jurisdiction, upon the officer's appointment and within one year from the satisfactory completion of such training, may be reimbursed provided the officer has satisfactorily completed the training requirements of the Management Course.

Purpose of Amendment: Reference to reimbursement should be in 1015 and for consistency of subject matter.

- (3) Requirements for the Executive Development Course are set forth in PAM, Section D-5, "Executive Development Course."

Purpose of Amendment: Title of Section is not necessary.

(f) Technical Courses (Optional)

- (1) Technical Courses are designed to develop skills and knowledge in subjects requiring special expertise. ~~The courses are optional.~~

Purpose of Amendment: Not necessary to repeat "optional".

- (2) Requirements for Technical Courses are set forth in PAM, Section D-6, ~~"Technical Courses."~~

Purpose of Amendment: Title of Section is not necessary.

(g) Approved Courses

- (1) Approved courses pertain only to training mandated by the Legislature for various kinds of peace officers and other groups. The Commission may designate training institutions or agencies to present approved courses.

~~(1) Approved Courses are mandated by the Legislature.~~

- (2) Requirements for Approved Courses are set forth in ~~Regulation 1017 and in~~ PAM, Section D-7, ~~"Approved Courses."~~

Purpose of Amendment: Section 1017 was unnecessary, text was rewritten and moved to 1005 (g).

(h) Seminars (Optional)

- (1) Seminars are designed to study and solve current and future problems encountered by departments. Enrollment is open to any rank. ~~Seminars are optional.~~

Purpose of Amendment: Not necessary to repeat "optional."

- (2) Requirements for Seminars are set forth in PAM, Section D-8, ~~"Seminars."~~

Purpose of Amendment: Title of Section is not necessary.

## 1005. Minimum Standards for Training (continued)

### (i) Field Management Training (Optional)

- (1) Field Management Training is designed to assist in the solution of specific management problems within individual Regular Program departments. ~~The training is optional.~~

Purpose of Amendment: Not necessary to repeat "optional."

- (2) ~~Participation Requirements and procedures related to~~ for Field Management Training are set forth in PAM, Section D-9, "Field Management Training" and PAM, Section E-1-3-g.

Purpose of Amendment: For consistency in language and not necessary to repeat title of Section.

Authority: 13506 P.C.; Reference: 13510, 13510.5, 13511, 13513, 13514, 13516, 13517 P.C.

## 1006. Extension of Time Limit for Course Completion

- (a) The Commission may grant an extension of time limit for completion of any course required by Section 1005 of the Regulations upon presentation of evidence by a department that a peace officer is unable to complete the required course within the time limit prescribed because of illness, injury, military service, or special duty assignment required and made in the public interest of the concerned jurisdiction; or upon presentation of evidence by a department that a peace officer is unable to complete the required course within the time prescribed. Time extensions granted under this sub-section shall not exceed that which is reasonable, bearing in mind each individual circumstance.
- (b) ~~The Commission may grant an extension of time for any course required by Section 1005 of the Regulations upon presentation of evidence by a department that a peace officer is unable to complete the required course within the time prescribed for reasons other than those specified in subsection (a). In the event that a department in the Regular Program does not require an individual to complete the applicable training by the end of the extension period, such department shall not be eligible for the reimbursement of any expenses which are incurred as a result of the training when it finally occurs. In the event that an agency in the Specialized Program does not require an individual to complete the applicable training by the end of the extension period, such agency shall not be eligible for participation in the Specialized Law Enforcement Certification Program.~~

Purpose of Amendment: For clarity

Authority: 13506 P.C.; Reference: 13510, 13510.5 P.C.

## 1007. Reserve Officer Program

Every reserve peace officer serving in a department participating in the POST Program shall satisfy the selection and training standards adopted by the Commission. See PAM, Section H.



1007. Reserve Officer Program (continued)

~~Participation requirements and procedures relating to reserve officer employment and training standards are set forth in PAM, Section H, "Reserve Officer Program".~~

Purpose of Amendment: For clarity

Authority: 13506; Reference: 13510 P.C. 832.6 P.C.

1008. Waiver for Equivalent Training

The Commission may waive, for an already trained peace officer, the completion of the basic training course required by Section 1005(a) of the Regulations upon acceptance of documentation submitted by a department that the peace officer has satisfactorily completed equivalent training. (See PAM, Section D-11, Basic Course Equivalency Evaluation and Examination Processes)

Purpose of Amendment: Consistency with Section title.

Authority: 13506 P.C.; Reference: 13510, 13510.5 P.C.

1009. Specialized Law Enforcement Certification Program. ~~(Program effective January 1, 1970)~~

~~By authority of Penal Code Section 13506, The POST Specialized Law Enforcement Certification Program is established for the purpose of raising the level of competence of specialized law enforcement officers. Only eligible law enforcement agencies, as determined by the Commission or otherwise provided by law, may participate in this voluntary program and receive benefits. The cost of the education and training to meet minimum standards of the Program is the responsibility of the individual and/or agency. Acceptance and adherence to POST standards of selection and training are required if a specialized law enforcement agency is to participate in the Program.~~

Purpose of Amendment: Program date and Penal Code reference are not necessary.

~~(a) Objective.~~

~~The objective of the Commission on Peace Officer Standards and Training in establishing the Specialized Law Enforcement Certification Program is to foster professionalization:~~

- ~~(1) By establishing minimum standards related to the physical, mental, and moral fitness which govern the selection of specialized law enforcement officers; and~~
- ~~(2) By establishing minimum standards of education and training deemed necessary to perform adequately the duties and responsibilities of specialized public law enforcement services.~~

Purpose of Amendment: Section is not necessary, is included in Section 1000.

(a) ~~(b)~~ Standards for Specialized Agencies Entry into Program.

- (1) Must perform law enforcement or investigative duties, as determined ~~defined~~ by the Commission; and

Purpose of Amendment: Clarity

1009. Specialized Law Enforcement Certification Program. (continued)

- (2) Must at the time of application for entry into the Program submit a schedule which ensures that all its employed peace officers will meet POST training standards within a reasonable period of time, ~~and For purposes of satisfying this requirement, agencies which have requested entry on or before August 1, 1978 may apply the training standards in effect on the date of application; and~~

Purpose of Amendment: No longer necessary.

- (3) Must present to the Commission an application to participate in the Program accompanied by a certified copy of an ordinance; or, in the case of an agency not empowered to pass ordinances, a resolution or letter of intent adopted by its governing body providing that while participating in the Program the agency will adhere to the standards for recruitment and training established by the Commission. The application shall contain such information as the Commission may request.
- (c) The provisions for the Specialized Law Enforcement Certification Program are the same as for the Regular Program except as expressed in the Regulations and Procedures.

Authority: 13506 P.C.; Reference: 13503, 13510.5 P.C.

1010. Eligibility for Participation

- (a) To be eligible for participation in the POST Program, a jurisdiction or agency must adhere to the minimum standards as defined in these Regulations for every peace officer employed by the jurisdiction or agency. ~~A jurisdiction or agency shall be ineligible to participate if it:~~
- (b) A jurisdiction or agency shall be ineligible to participate if it:
- (1) Employs one or more peace officers who do not meet the minimum standards for employment; or
- (2) Does not require that every peace officer satisfactorily completes the required training as prescribed in these Regulations; or
- (3) ~~(A)~~ Effective January 1, 1971, Has in its employ any Regular Program peace officer hired after January 1, 1971, thereafter who has not acquired the Basic Certificate within six months after date of completion of 12 months of satisfactory service from the date first hired as a peace officer, or as otherwise determined by the Commission; in (See PAM, Section F-1-5-a.); or
- (4) (B) Effective upon entry into the Specialized Program, has in its employ any specialized peace officer hired thereafter who has not acquired the Basic Certificate within six months after date of completion of 12 months of satisfactory service from the date first hired as a peace officer; or

#### 1010. Eligibility for Participation (continued)

- (5) (4) Fails to permit the Commission to make such inquiries and inspection of records as may be necessary to verify claims for reimbursement or to determine whether the jurisdiction or agency is, in fact, adhering to the Commission's Regulations.
- (c) (b) If it appears to the Commission that a jurisdiction or agency has failed to adhere to the minimum standards for recruitment, selection or training, the Commission shall notify the jurisdiction or agency of its concern and of the jurisdiction's or agency's probable ineligibility for participation. The Commission shall also request that the agency or jurisdiction comply with the minimum standards. ~~compliance.~~ In the event that the jurisdiction or agency fails to comply, the Commission shall afford the concerned jurisdiction's or agency's official representatives the opportunity to appear before the Commission and present appropriate evidence or testimony. If the Commission finds that the standards have not been adhered to, it must, beginning with a date determined by the Commission, reject all of the jurisdiction's or agency's requests for services or benefits. A jurisdiction or agency may be reinstated in the Program and again become eligible for participation when, in the opinion of the Commission, the jurisdiction or agency has demonstrated that it will adhere to the prescribed standards. The period during which the jurisdiction or agency shall remain ineligible for services or benefits shall be at the discretion of the Commission.

Purpose of Amendment: For clarity and format consistency.

Authority: 13506 P.C.; Reference: 13503, 13523 P.C.

#### 1011. Certificates and Awards

- (a) Certificates and awards ~~are may be~~ presented by the Commission in recognition of achievement of education, training, and experience for the purpose of raising the level of competence of law enforcement officers and to foster cooperation among the Commission, agencies, groups, organizations, jurisdictions and individuals.
- (b) Professional certificates shall remain the property of the Commission. Certificates may be denied or cancelled when: ~~and subject to denial or cancellation only: if~~
- (1) A peace officer is adjudged guilty of a felony; or
  - (2) If the certificate was obtained through misrepresentation/ or fraud; or
  - (3) The certificate was issued due to administrative error.
- (c) Whenever a peace officer, or a former peace officer, is adjudged guilty of a felony, the employing department in the case of a peace officer, or the department participating in the POST Program that is responsible for the investigation of the felony charge against a former peace officer, shall notify the Commission within 30 days

1011. Certificates and Awards (continued)

following the final adjudicative disposition. The notification shall include the person's name, charge, date of adjudication, case number and court, and the law enforcement jurisdiction responsible for the investigation of the charge.

(d) Requirements for the denial or cancellation of professional certificates are as prescribed in PAM, Section F-2~~1~~. ~~"Denial or Cancellation of Professional Certificates."~~

(e) ~~(e)~~ Regular Certificates, and Specialized Law Enforcement Certificates, i.e., e.g., Basic, Intermediate, Advanced, Supervisory, Management and Executive Certificates are provided for the purpose of fostering professionalization, education and experience necessary to adequately accomplish the general or specialized police service duties performed by regular or specialized peace officers. Requirements for the Certificates are as prescribed in PAM, Section F-1~~1~~. ~~"Regular and Specialized Law Enforcement Certificate Programs."~~

~~(d)~~ Specialized Law Enforcement Certificates, e.g., Basic, Intermediate, Advanced, Supervisory, Management and Executive Certificates are established for the purpose of fostering professionalization, education and experience necessary to adequately accomplish the duties performed by specialized peace officers. Requirements for Specialized Law Enforcement Certificates are set forth in PAM, Section F-1, ~~"Regular and Specialized Law Enforcement Certificate Programs."~~

Purpose of Amendment: Clarity and format consistency, and to incorporate Section (d) into (e)

Authority: 13506 P.C.; Reference: 13506, 13510.1 P.C.

1012. Certification of Courses

(a) The Commission may certify courses. Criteria for certification include, but are not limited to, a demonstrated need and compliance with minimum standards for curriculum, facilities, instructors and instructional quality.

(b) Certification of courses may be revoked by action of the Commission when:

(1) There is no longer a demonstrated need for the course; or

(2) There is failure to comply with standards set forth in (a) above; or

(3) There are other causes warranting revocation as determined by the Commission.

Authority: 13506 P.C.; Reference: 13503, 13510, 13510.5, 13511 P.C.

### 1013. Code of Ethics

The Law Enforcement Code of Ethics, as stated in PAM, Section C-3, "~~Law Enforcement Code of Ethics~~," shall be administered to all peace officer trainees during the Basic Course or at the time of appointment.

Purpose of Amendment: Title of Section is not necessary.

Authority: 13506 P.C.; Reference: 13503 P.C.

### 1014. Training for Non-Sworn and Paraprofessional Personnel

- (a) Reimbursement shall be provided to ~~in the~~ Regular Program agencies for the training of non-sworn personnel performing police tasks and paraprofessional personnel, as determined by the Commission. (See Regulation 1015 and PAM Section E-1-3-f)
- (b) Request for Approval
  - (1) Non-Sworn or Paraprofessional Personnel. Whenever it is necessary for the employing jurisdiction to obtain prior written approval from the Commission for non-sworn or paraprofessional personnel to attend reimbursable training the agency shall include in the approval request ~~from the Commission, it shall be obtained by providing~~ the following information regarding each individual.  
(See PAM, Section E-1-3-f) ~~A request for approval must include:~~
    - (A) The trainee's name and job title.
    - (B) Job description.
    - (C) Course title, location and dates of presentation.
  - (2) Request for approval must reach the Commission 30 days prior to the starting date of the course.

Purpose of Amendment: For clarity

#### (c) Reimbursement

Reimbursement for non-sworn and paraprofessional personnel is computed in the same manner (except as noted below) as for sworn personnel according to the reimbursement plan for each course appropriate for the employee's classification as set forth in PAM, Section E-1-3-f. Note: No reimbursement is provided for the training of non-sworn personnel for expenses associated with courses enumerated in Regulation 1005(a)(b)(c)(d)(e), except as provided in PAM, Section E-1-3-f (3).

Purpose of Amendment: For clarity specific Sections were added.

Authority: 13506 P.C.; Reference: 13503 P.C.

### 1015. Reimbursements

#### (a) Proportionate Reimbursement

In the Regular Program, reimbursements to cities, counties, and districts shall be granted by the Commission in accordance with Section 13523 Penal Code, ~~which is quoted as follows:~~

1015. Reimbursements (continued)

~~"The Commission shall annually allocate and the State Treasurer shall periodically pay from the Peace Officers' Training Fund, at intervals specified by the Commission, to each city, county, and district which has applied and qualified for aid pursuant to the chapter, an amount determined by the Commission pursuant to standards set forth in its regulations. The Commission shall grant aid only on a basis that is equally proportionate among cities, counties, and districts.~~

~~In no event shall any allocation be made to any city, county, or district which is not adhering to the standards established by the Commission as applicable to such city, county, or district."~~

Purpose of Amendment: Not necessary to quote statute.

(b) Claims for Reimbursement

Claims must be submitted on forms provided by the Commission and received no later than ninety days after the completion of a certified course.

~~Effective January 1, 1975, All claims for training expenditures eligible for reimbursement from the Peace Officer Training Fund are subject to the following provisions:~~

- ~~(1) Claims received more than 90 days, but less than 180 days, following the completion of a certified training course shall be reduced by 25% of the approved reimbursable amount.~~
- ~~(2) Claims received more than 180 days following the completion of a certified training course shall not be reimbursed.~~

Purpose of Amendment: Date is no longer necessary

- (c) Notwithstanding the provisions of sub-paragraph (b) of this Section, upon a regular officer's appointment and within one year from satisfactory completion of training enumerated in sub-paragraph (b)(2)(B), (c)(2)(B) or (e)(2)(B) of Regulation 1005, the officer's jurisdiction may be reimbursed.

Purpose of Addition: Eliminates repetition previously written in 1005(b) (c) and (e) and provides consistency in subject matter.

(d)-(e) Training Expenses May Be Claimed Only Once

When a Regular Program trainee has attended a course certified by the Commission for which reimbursement has been legally claimed and paid, an employing jurisdiction may not receive reimbursement for subsequent attendance by the same trainee of the same course unless attendance of the course is authorized to be repeated periodically, such as for Seminars, Advanced Officer Courses, and selected Technical Courses which deal with laws, court decisions, procedures, techniques and equipment which are subject to rapid development or change. Exceptions or special circumstances must be approved by the Executive Director prior to beginning the training course.

1015. Reimbursements (continued)

(e) ~~(d)~~ Reimbursement Limited to Actual Expenses

Reimbursement is provided only for expenses related to attendance of POST certified courses. Reimbursement is limited to expenses as described ~~authorized~~ in PAM, Section E, or actually incurred expenses which are approved by the Commission, whichever is less.

(f) ~~(e)~~ Reimbursement may be provided only for satisfactorily completed training acquired by full-time employees in an on-duty status. (See PAM, Section E-1-3-i & k)

~~(f) A schedule of reimbursements allowed by the Commission is set forth in PAM, Section E, "Reimbursements."~~

Purpose of Amendment: Subsection (f) is not necessary

- (g) Reimbursement may be made to a jurisdiction which terminates a Regular Program trainee or allows a trainee to resign prior to completion of a certified Basic Course, provided the requirements of Section 1002(a) (1) through (6) have been completed prior to the trainee's appointment date and the date the course began.
- (h) Reimbursement may be paid to a jurisdiction when a Regular Program trainee fails a certified Basic Course only because of not passing a locally required training subject(s), but the trainee otherwise satisfactorily completes the course/ as required by the Commission. (See PAM, Section E-5-3-f-(2))

Purpose of Amendment: For clarity.

Authority: 13506 P.C.; Reference: 13510, 13520, 13522, 13523 P.C.

1016. Service Provided by the Commission

Counseling services are provided only to sheriff and city police departments upon request. Aid may also be given to such agencies in implementing recommended procedures or practices. See PAM, Section G.

- ~~(a) In accordance with Section 13513 Penal Code, upon the request of a local jurisdiction participating in the Regular Program, the Commission shall provide a counseling service to such local jurisdiction for the purpose of improving its administration, management, or operations, and may aid such jurisdiction in implementing improved practices and techniques in accordance with Commission policy and guidelines for the counseling service.~~
- ~~(b) In accordance with Section 13503(e) Penal Code, the Commission may develop and implement programs to increase the effectiveness of law enforcement and, when such programs involve training and education courses, to cooperate with and secure the cooperation of state-level officers, agencies, and bodies having jurisdiction over systems of public higher education in continuing the development of college-level training and education programs.~~

1016. Services Provided by the Commission (continued)

- ~~(c) The Commission may periodically publish or recommend that other governmental agencies publish curricula, manuals, lesson plans and other material to aid local departments in achieving the objectives of the Act.~~

Purpose of Amendment: Not necessary to repeat statute - rewritten for clarity.  
Authority: 13506 P.C.; Reference: 13503, 13513 P.C.

~~1017. Standards for Approved Courses~~

~~State law requires the Commission to establish course curriculum standards for various kinds of peace officers and other groups. Standards for the following approved courses are provided in PAM, Section D-7. The Commission may designate training institutions or agencies to present approved courses.~~

~~Penal Code Section~~

<del>832</del>	<del>Arrest and Firearms</del>
<del>832.1</del>	<del>Airport Security</del>
<del>832.3</del>	<del>Basic Course</del>
<del>832.6</del>	<del>Reserve Peace Officer</del>
<del>12002</del>	<del>Baton for Private Security</del>
<del>12403</del>	<del>Chemical Agents for Peace officers</del>
<del>12403.5</del>	<del>Chemical Agents for Private Security</del>
<del>13510.5</del>	<del>State Agency Peace Officers</del>
<del>13516</del>	<del>Sex Crimes Investigation</del>
<del>13517</del>	<del>Child Abuse and Neglect</del>

~~Vehicle Code Section~~

<del>40600</del>	<del>Traffic Accident Investigation</del>
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~~Civil Code Section~~

<del>607f</del>	<del>Humane Officer Firearms Course</del>
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Purpose of deletion: Not necessary. Information is covered in Section 1005(g) and D-7 of the procedures.



Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title <b>Proposed Regulations-Nondiscrimination in State Supported Programs and Activities</b>		Meeting Date <b>April 16-17, 1981</b>
Division Administration - <b>Information Services Bureau</b>	Division Director Approval <i>[Signature]</i>	Researched By <b>D. Y. Allan</b> <i>[Signature]</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval <b>4-1-81</b>	Date of Report <b>March 30, 1981</b>
Purpose: Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input checked="" type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page \_\_\_\_\_).

BACKGROUND

Section 11135 of the Government Code provides that no person in the State of California shall, on the basis of ethnic group identification, religion, age, sex, color, or physical or mental disability, be unlawfully denied the benefits of, or be unlawfully subjected to discrimination under, any program or activity that is funded directly by the state or receives any financial assistance from the state.

Section 11138 of the Government Code in turn provides that each state agency that administers such direct funding or financial assistance, and which enters into contracts for the performance of services to the public in an aggregate sum of one hundred thousand dollars (\$100,000) per year, shall adopt section 11135 and following (art 9.5, ch. 1, part 1, div. 3, of tit. 2).

ANALYSIS

Assembly Bill 803, enacted by the legislature in September 1977, became effective on January 1, 1978 and was codified as Article 9.5, Government Code Sections 11135 through 11139.5.

The purpose of Article 9.5, expressed in Government Code Section 11135, is to ensure that no person is unlawfully denied the benefits of, or unlawfully subjected to discrimination under, any program or activity that is funded directly by the state or that receives any financial assistance from the state.

The ultimate objective of Article 9.5 is to prevent the use of state funds or financial assistance for denial of benefits or discrimination on the basis of ethnic group identification, religion, age, sex, color, or a physical or mental disability. The legislature expressly provided in Government Code Section 11137 that state funds or financial assistance must be curtailed in whole or in part when such use is found to occur. In short, the state will not encourage or condone discrimination or denial of benefits on a prohibited basis through funding or financial assistance.

(Continued)

Utilize reverse side if needed

Each state agency which extends state funds or financial assistance is required to promulgate such Regulations as are necessary to carry out the purposes and provisions of Article 9.5.

Government Code Section 11136 requires that a State agency providing funds or financial assistance, upon a complaint of discrimination, investigate and conduct hearings to determine if a violation has occurred.

There is a question as to whether the Commission is required to adopt Regulations under the provisions of Government Code Section 11138 due to the fact that POST does not enter into contracts for the performance of services to be provided to the public in an aggregate amount in excess of \$100,000 per year. However, there is no question as to the applicability of other provisions of Article 9.5 in which POST is required to prohibit discrimination under its programs and activities and to conduct investigations, hearings, and, if necessary, curtail financial support.

The Attorney General advises that the alternative to adopting Regulations is the requirement to act within the Regulations adopted by the Secretary of the Health and Welfare Agency with the concurrence of the Fair Employment and Housing Commission (title 22, division 8 beginning with section 98000 of the California Administrative Code) which are thirty-seven pages in length and consist of ninety sections.

The proposed Regulations attached were developed from the Attorney General's proposed Regulations and closely follow the Attorney General's format with amendments appropriate to the Commission.

POST is required to submit proposed Regulations to the Secretary of Health and Welfare for review no later than May 4, 1981 as is the Attorney General.

Prior to their filing with the Secretary of State as a part of the Administrative Code however, the proposed Regulations will be presented to the Commission for review and scheduling for Public Hearing. It is anticipated that the proposed Regulations will be submitted to the Secretary of Health and Welfare in the attached or slightly modified form prior to May 4, 1981, presented to the Commission for approval in July, and set for Public Hearing in October.

#### RECOMMENDATION

It is recommended that the Commission review and consider the provisions of the proposed Regulations as an informational item and provide staff with direction regarding desired modification, if any.

ARTICLE 9.5

Discrimination

[Added by Stats 1977 ch 972 § 1.]

- § 11135. Prohibited discrimination under program or activity funded directly by state or receives financial assistance from state
- § 11136. Institution of hearing by state agencies administering program and activities funded directly by state to determine violation by contractor, grantee, or local agency
- § 11137. Action to curtail state funding to contractor, etc., violating provisions
- § 11138. Adoption of regulations implementing provisions
- § 11139. Prohibitions and sanctions imposed as in addition to other prohibitions and sanctions imposed by law
- § 11139.5. Standard and guidelines for determining discriminatory practices: Coordination of programs and activities

§ 11135. Prohibited discrimination under program or activity funded directly by state or receives financial assistance from state

No person in the State of California shall, on the basis of ethnic group identification, religion, age, sex, color, or physical or mental disability, be unlawfully denied the benefits of, or be unlawfully subjected to discrimination under, any program or activity that is funded directly by the state or receives any financial assistance from the state.

Added Stats 1977 ch 972 § 1.

Review of Selected 1977 California Legislation. 9 Pacific LJ 650.

Drucker and Moore, Mandatory retirement: Past, present and future of an anachronism. (1977) 5 West St ULR 1.

§ 11136. Institution of hearing by state agencies administering program and activities funded directly by state to determine violation by contractor, grantee, or local agency

Whenever a state agency that administers a program or activity that is funded directly by the state or receives any financial assistance from the state, has reasonable cause to believe that a contractor, grantee, or local agency has violated the provisions of Section 11135, or any regulation adopted to implement such section, the head of the state agency shall notify the contractor, grantee, or local agency of such violation and shall, after considering all relevant evidence, determine whether there is probable cause to believe that a violation of the provisions of Section 11135, or any regulation adopted to implement such section, has occurred. In the event that it is determined that there is probable cause to believe that the provisions of Section 11135, or any regulation adopted to implement such section, have been violated, the head of the state agency shall cause to be instituted a hearing conducted pursuant to the provisions of Chapter 5 (commencing with Section 11500) of this part to determine whether a violation has occurred.

Added Stats 1977 ch 972 § 1.

Review of Selected 1977 California Legislation. 9 Pacific LJ 650.

§ 11137. Action to curtail state funding to contractor, etc., violating provisions

If it is determined that a contractor, grantee, or local agency has violated the provisions of this article, the state agency that administers the program or activity involved shall take action to curtail state funding in whole or in part to such contractor, grantee, or local agency.

Added Stats 1977 ch 972 § 1.

Review of Selected 1977 California Legislation. 9 Pacific LJ 650.

§ 11138. Adoption of regulations implementing provisions

Each state agency that administers a program or activity that is funded directly by the state or receives any financial assistance from the state and that enters into contracts for the performance of services to be provided to the public in an aggregate amount in excess of one hundred thousand dollars (\$100,000) per year shall, in accordance with the provisions of Chapter 4.5 (commencing with Section 11371) of this part, adopt such rules and regulations as are necessary to carry out the purpose and provisions of this article.

Added Stats 1977 ch 972 § 1.

Review of Selected 1977 California Legislation. 9 Pacific LJ 650.

§ 11139. Prohibitions and sanctions imposed as in addition to other prohibitions and sanctions imposed by law

The prohibitions and sanctions imposed by this article shall be in addition to any other prohibitions and sanctions imposed by law.

This article shall not be interpreted in such manner so as to frustrate its purpose.

This article shall not be interpreted in such a manner so as to adversely affect lawful programs which benefit the disabled, the aged, minorities and women.

Added Stats 1977 ch 972 § 1.

Review of Selected 1977 California Legislation. 9 Pacific LJ 650.

§ 11139.5. Standards and guidelines for determining discriminatory practices: Coordination of programs and activities

The Secretary of the Health and Welfare Agency, with the advice and concurrence of the Fair Employment Practices Commission, shall establish standards for determining which persons are protected by this article and guidelines for determining what practices are discriminatory. The secretary, with the cooperation of the Fair Employment Practices Commission, shall assist state agencies in coordinating their programs and activities and shall consult with such agencies, as necessary, so that consistent policies, practices, and procedures are adopted with respect to the enforcement of the provisions of the article.

Added Stats 1977 ch 972 § 1.

Nondiscrimination in State Supported Programs and Activities is designated as Article 3 of Chapter 2 of Title 11 of the California Administrative Code, and consists of sections numbered and titled as follows:

Article 3. Nondiscrimination in State Supported Programs and Activities (New)

Section

- 1030 Purpose of This Article
- 1031 Exclusive Remedy; Availability of Other Relief
- 1032 General Rules of Construction; Prospective Effect; Severability
- 1033 Definitions
- 1034 General Prohibition Against Discrimination
- 1035 Color or Ethnic Group Identification Defined; Exception
- 1036 Religion Defined; Exception
- 1037 Age Defined; Exception
- 1038 Sex Defined; Exception
- 1039 Physical or Mental Disability Defined; Exception
- 1040 Compliance Review; Access to Records; Sanctions
- 1041 Distribution of Regulations and Forms
- 1042 Required Nondiscrimination Clause
- 1043 Complaint of Discrimination; Time for Filing
- 1044 Accusation; Informal Resolution Permitted
- 1045 Hearing and Decision; Sanctions
- 1046 Complaints Alleging Employment Discrimination

ARTICLE 3. COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
NONDISCRIMINATION IN STATE SUPPORTED PROGRAMS AND ACTIVITIES (NEW)

§1030. Purpose of this Article

Section 11135 of the Government Code provides that no person in the State of California shall, on the basis of ethnic group identification, religion, age, sex, color, or physical or mental disability, be unlawfully denied the benefits of, or be unlawfully subjected to discrimination under, any program or activity that is funded directly by the state or receives any financial assistance from the state.

Section 11138 of the Government Code in turn provides that each state agency that administers such direct funding or financial assistance, and which enters into contracts for the performance of services to the public in an aggregate sum of one hundred thousand dollars (\$100,000) per year, shall adopt rules or regulations necessary to carry out the provisions of Government Code section 11135 and following (art 9.5, ch. 1, part 1, div. 3, of tit. 2). This article contains such regulations.

§1031. Exclusive Remedy; Availability of Other Relief

The procedures provided herein for the enforcement of any rights and remedies guaranteed by Government Code section 11135, or this article, are exclusive, and an exercise of any such rights or remedies shall be a condition precedent to the bringing of any action for judicial review or enforcement of a violation of Government Code section 11135, or this article.

§1032. General Rules of Construction; Prospective Effect; Severability

(a) The provisions of this article shall control in the construction, administration, or enforcement thereof by the Commission or by any other person.

(b) The provisions of this article shall at all times be construed in a manner consistent with the public health or safety, and the Commission's protection thereof, as required by law.

(c) The provisions of this article are applicable as of the effective date of this article, and shall not be interpreted to be retroactive.

(d) If any provision of this article or the application thereof to any person or circumstances is found invalid, such invalidity shall not affect other provisions or applications of this article which can be given effect without the invalid provision or application, and to this end the provisions of this article are severable.

§1033. Definitions

"Benefit" means anything contributing to an improvement in condition, including, but not limited to, aid or services provided to others by a recipient.

"Commission" means the Commission on Peace Officer Standards and Training including its staff employees.

"Financial assistance" means any grant, loan, guarantee, or other entitlement by which the Commission provides monetary aid to a recipient. "Financial assistance" does not include the provision of civil or criminal law enforcement services or any form of legal advice or representation, by the Commission to a recipient.

"Funded directly by the state" means any direct payment, transfer, or allocation of state funds to any recipient by the Commission.

"Local agency" means a public district, public corporation, authority, agency, board, city, commission, county, city and county, school district, or other public entity.

"Person" means an individual, proprietorship, firm, partnership, joint venture, syndicate, corporation, association, committee, legal representative, or any other organization or group of persons acting in concert.

"State-supported program or activity" means any project, action or procedure undertaken by a recipient, directly or indirectly, with state funds or financial assistance provided to the recipient by the Commission.

"Recipient" or "recipient of state support" means any contractor, local agency, or person who directly receives from the Commission any state funds or financial assistance for the administration of a program or activity, or any state funds pursuant to a contract with the Commission for the performance of services to the public in an aggregate amount in excess of one hundred thousand dollars (\$100,000) per year. "Recipient" or "recipient of state support" does not include another state agency.

"State agency" means the Commission.

#### \$1034. General Prohibition Against Discrimination

No program or activity for which the Commission is required to provide state funds or to provide financial assistance, nor any program or activity which is the subject of a contract with the Commission for the performance of services to be provided to the public in excess of an aggregate sum of one hundred thousand dollars (\$100,000) per year, shall deny to any person the privileges or benefits of such state-funded program or activity on the basis of ethnic group identification, religion, age, sex, color, or physical or mental disability, as defined in this article.

#### \$1035. "Color or Ethnic Group Identification" Defined; Exception

(a) The terms "Color or ethnic group identification" as used in section 1034 means the possession of the racial, cultural, or linguistic characteristics common to a racial, cultural, or ethnic group.

(b) The benefits of any state-supported program or activity shall not be denied on the basis of a person's color or ethnic group identification unless the recipient of state support makes a satisfactory showing that all or substantially all persons of that color or ethnicity would be unable to perform safely and efficiently the duties of the job involved.

§1036. "Religion" Defined; Exception

(a) The term "religion" as used in section 1034 includes all aspects of religious observance, practice, and belief.

(b) The benefits of any state-supported program or activity shall not be denied on the basis of a person's religion or religious beliefs unless the recipient of state support makes a satisfactory showing that no reasonable accommodation of such religion or religious beliefs can be made without undue hardship upon the program or activity of recipient of the state support.

§1037. "Age" Defined; Exception

(a) The term "age" as used in section 1034 means the number of elapsed years from the date of a person's birth.

(b) The benefits of any state-supported program or activity shall not be denied on the basis of a person's age unless the recipient of state support makes a satisfactory showing that (1) the age limitation is authorized by federal, state, or local law, or (2) a person's age is a factor reasonably necessary to the normal operation of a state-supported program, or the achievement of a statutory objective related thereto.

§1038. "Sex" Defined; Exception

(a) The term "sex" as used in section 1034 means:

(1) A person's sex, male or female;

(2) A person's parental, family, or marital status;

(3) A person's disability due to pregnancy, childbirth, or recovery therefrom; and

(4) A person's encouraged or coerced participation in sexual activity with a recipient as a condition to the receipt of state-supported benefits.

(b) The benefits of any state-supported program or activity shall not be denied on the basis of a person's sex unless the recipient of state support makes a satisfactory showing that all or substantially all persons of that sex would be unable to perform safely and efficiently the duties of the job involved.

§1039. "Physical or Mental Disability" Defined; Exception

(a) The terms "physical or mental disability" as used in section 1034 means any person who has a physical or mental impairment which substantially limits one or more major life activities (such as walking, seeing, or hearing), has a record of such an impairment, or is regarded as having such an impairment. "Physical or mental disability" does not mean obesity or any other health impairment caused by such person's obesity.

(b) The benefits of any state supported program or activity shall not be denied on the basis of a person's physical or mental disability unless the recipient of state support makes a satisfactory showing that (1) the recipient

of state support has regularly evaluated its facilities, policies, and practices to the end of eliminating, whenever and wherever possible, any structural or employment barriers which tend to discriminate against disabled persons generally, and (2) that the particular disability is job related, and (3) that no reasonable accommodation of the particular disability can be made without undue hardship upon the program or activity of the recipient of state support.

§1040. Compliance Review; Access to Records; Sanctions

During normal business hours, a recipient of state support shall make available to the Commission, or an authorized representative, such information as is deemed necessary by the Commission to determine whether the recipient has complied with this article. The requested information may include books, records, or accounts in the possession of either the recipient of state support or third persons or agencies. Failure to provide access to such data, after a reasonable request by the Commission, shall constitute grounds for sanctions by the Commission under this article.

§1041. Distribution of Regulations and Forms

Recipients of state support shall make available to the public, and particularly to all persons who are the beneficiaries of the program or activity of the recipient, a copy of this article and any other materials deemed necessary by the Commission to administer and enforce the provisions of this article.

§1042. Required Nondiscrimination Clause

The Commission shall include in each contract, grant, loan, or other document under which state funds are provided to a recipient, a clause assuring nondiscrimination in the manner set forth as "Exhibit A" in this article.

§1043. Complaint of Discrimination; Time for Filing

A written complaint may be filed by any person alleging discrimination under this article. Such complaint, to be valid, must be subscribed under oath and filed with the Commission within one year after the act or omission occurred upon which the complaint is based.

§1044. Accusation; Informal Resolution Permitted

If after investigation of a complaint the Commission has concluded that there is reasonable cause to believe that this article has been violated, the Commission may institute appropriate proceedings for sanctions against a direct recipient of state support by filing and serving an accusation against such recipient pursuant to section 11503 of the Government Code. Nothing in this section shall prohibit an informal resolution or conciliation of the complaint of discrimination by the Commission prior to the filing of said accusation.

§1045. Hearing and Decision; Sanctions

(a) Upon a determination by the Commission that a direct recipient of



state support has violated this article, the Commission may take appropriate steps or actions to ensure compliance, which may include (but is not limited to) the following:

(1) Termination or suspension of all or part of the recipient's state support;

(2) The imposition of probationary eligibility for present or future state support, conditioned upon compliance with specified conditions;

(3) A public reprimand;

(4) Other relief which the Commission deems appropriate to effectuate and enforce this article.

(b) In no case shall sanctions be imposed by the Commission if to do so would threaten or impair the public health or safety.

§1046. Complaints Alleging Employment Discrimination

A copy of any complaint alleging that a recipient of state support has engaged in employment discrimination will be referred to the Department of Fair Employment and Housing for its investigation pursuant to section 1421 of the Labor Code. Any subsequent adjudication and decision of said complaint by the Commission on Fair Employment and Housing shall be binding upon the Commission in any resolution of said complaint under this article.

[EXHIBIT A]

ASSURANCE OF NONDISCRIMINATION IN STATE-SUPPORTED PROGRAMS AND ACTIVITIES

(Name of Recipient) (herein after called the "Recipient") agrees that it will comply with Article 9.5 (commencing with Section 11135) of Chapter I, Part I, Division 3, Title 2, of the Government Code and the regulations adopted or actions taken by the Commission on Peace Officer Standards and Training to implement such Article to the end that no person in the State of California shall, on the basis of ethnic group identification, religion, age, sex, color, or physical or mental disability, be unlawfully denied the benefits of, or be unlawfully subjected to discrimination under, any program or activity that is funded directly by the state or receiving any financial assistance from the state.

Each recipient shall ensure that each of its employees are aware of the rights of ultimate beneficiaries and the responsibilities of recipients under Article 9.5, and make available to ultimate beneficiaries and other interested persons information regarding the provisions of Article 9.5 and its applicability to the program or activity for which the Recipient receives state support.

Each Recipient shall permit access by representatives of the Commission at any time during normal business hours to such of its books, records, accounts, other sources of information, and its facilities as may be pertinent to ascertain compliance with Article 9.5.

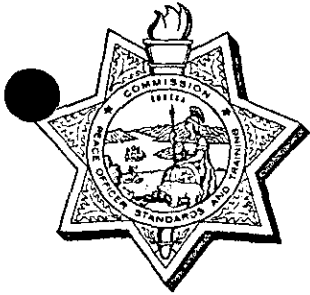
The Recipient recognizes and agrees that state support will be extended in reliance upon the representations and agreements made in this assurance, and that the State of California shall have the right to seek administrative and judicial enforcement of this assurance. This assurance is binding on the Recipient, its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Recipient.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Name of Recipient)

\_\_\_\_\_  
(President, Chairperson of Board or  
Comparable Authorized Official)

\_\_\_\_\_  
(Address)



COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

7100 BOWLING DRIVE, SUITE 250  
SACRAMENTO, CALIFORNIA 95823

POST ADVISORY COMMITTEE MEETING  
March 12, 1981  
POST EXECUTIVE DIRECTOR'S CONFERENCE ROOM

M I N U T E S

CALL TO ORDER

The meeting was called to order at 10:15 a.m. by Chairman Ayres; a quorum was present

ROLL CALL OF THE ADVISORY COMMITTEE MEMBERS

Roll was called.

Present were: Barbara Ayres, Larry Watkins, Michael Gonzales, Joseph McKeown, Richard Pacileo, C. Alex Pantaleoni, Jack Pearson, Arnold Schmeling, J. Winston Silva, George Tielsch

Absent were: Wayne Caldwell, Dr. Robert Coombs (excused) Herbert Ellingwood, Edwin Meese, Robert Wasserman

POST Staff Present: Commissioners Angele and Jackson, Norman Boehm, Brad Koch, Donald Beauchamp, Beverley Clemons, Dave Allan, Glen Fine, George Williams, Rachel Fuentes

Visitors' Roster:

Holly Mitchum	Vacaville Police Department
Roger Hagen	Department of Motor Vehicles
Richard Lucero	PORAC

Chairman Ayres introduced Rachel Fuentes, new Secretary of the Advisory Committee to the Committee members.

Chairman Ayres read a letter received from Dr. Coombs stating that he will not be able to attend the March 12-13 meeting of the POST Advisory Committee at POST Headquarters due to a recent auto accident. Also, because of his new assignment as Director of the Office of Education at UCLA and the demands of this job, Dr. Coombs has requested that his membership on the POST Advisory Committee (which expires September 1981) not be renewed for another term. He also expressed his appreciation working with the Advisory Committee and POST management.

### APPROVAL OF PREVIOUS MINUTES

MOTION - Silva, second - Pantaleoni, carried unanimously for approval of the December 17, 1980 minutes as written.

Chairman Ayres introduced Commissioner Angele who introduced the newest Committee member Arnold Schmeling from the Long Beach Police Department. He gave a brief presentation on Arnold's background. Schmeling is a 25-year veteran of the Long Beach Police Department and has been involved in their training academy for the past 15 years. He is also a two-time winner of the medal of Valor and the most decorated officer in the LBPd.

### EXECUTIVE DIRECTOR'S REMARKS

The Executive Director welcomed Rachel Fuentes and Arnold Schmeling. He expressed the value of the contributions from the Advisory Committee in serving a useful sounding board and communication link function.

### UPDATE OF THE NEEDS ASSESSMENT PROCESS

Glen Fine gave a brief presentation on the Needs Assessment process. He discussed the questions used in the statewide survey and indicated we received a 96% return. Copies of the summary of the final results were distributed.

Glen Fine closed his report by identifying the major key concerns that were identified in the statewide regional conferences. They were:

1. Innovative forms of training delivery.
2. Feasibility of allocated financial resources for the production of video or multi-training packages and distribution.
3. Simplification of POST reimbursement procedures (e.g., a flat rate reimbursement for courses).
4. Need for more Supervisory, Management, and Executive Training courses.
5. Need for non-sworn training courses.
6. First aid and CPR Training.
7. Stress Management Training.
8. Training course availability at a local level based on local need.
9. POST should do more to become an informational clearinghouse on significant issues affecting law enforcement.

Glen Fine's Bureau will develop an action plan dealing with these issues and present them to the Commission on April 16 with a report that summarizes the final results of the regional conferences and the statewide survey dealing with these key issues.

### LEGISLATIVE UPDATE

Don Beauchamp gave a brief presentation on the active bills that POST is following.

1. SB 201 by Senator Pichardson - The bill provides for the inclusion of District Attorney criminal investigators into the POST program. Approximately 700 additional people will be affected and it will have approximately a \$100,000 per year impact on POST funds. The bill has not yet gone to the first Committee. POST takes no official position on SB 201.

2. SB 210 by Senator Presley - The bill brings the Marshals in the POST Program, allows POST to keep the additional 5% revenue generated by SB 1428 of 1980, and provide an additional 5% starting January 1982. The bill would generate approximately \$3.5 million per year. The Commission has voted to support SB 210.
3. AB 674 by Assemblyman Katz - The bill proposes to bring arson investigators of fire departments into the POST reimbursement program. POST is opposing the bill even though it has not yet been presented to the Commission as it does not meet existing policy that agencies desiring to come into the POST program must bring money with them. There are approximately 117 people that will be affected at a cost of \$25,000 per year. Beauchamp believes that law enforcement, CPOA, and POPAC will oppose the bill.

#### REVIEW OF COMMISSION REGULATIONS

Chairman Ayres announced the meeting open for the Commission's Regulations Review under authority of Government Code Section 11349.7 and Governor's Executive Order No. B 72-80. The purpose was stated to be a public review of the Commission's Regulations for necessity, authority, clarity, consistency, and reference. It was announced that the review process would be open for questions and/or testimony, oral or documentary and that all testimony would be received and recorded in the official minutes and rulemaking file of the public meeting. No written or oral testimony received.

Chairman Ayres introduced Beverley Clemons, Chairman of the Staff Review Committee, to proceed with the review process.

Clemons made a brief statement covering the history of the review requirement and the purpose of the public meeting. The role and responsibility of the Staff Committee and the Advisory Committee in the review process was also stated. The Staff Committee had completed a preliminary, comprehensive review of the Regulations and had provided the Advisory Committee copies three weeks prior to the public meeting to assist them in the review process.

Discussion on several of the Regulation Sections was held between Staff and the Advisory Committee. The Committee suggested that the following changes be made:

#### Section 1001. (n) Lateral Entry

Committee members believed that the definition of "lateral entry" was unclear. It was recommended that it be amended to read:

- (n) "Lateral Entry" refers to a hiring practice which may exempt an individual from established hiring procedures in a jurisdiction, and the individual's prior peace officer experience, level of responsibility, and/or training are taken into consideration in such appointment. ~~the appointment of a peace officer whose employment is based upon special qualifications and/or experience in the law enforcement field.~~

#### Section 1002. (4), (6), and (7) Minimum Standards for Employment

##### Section 1002. (4)

After considerable discussion, it was agreed no change in language was necessary.

Section 1002. (6)

Agreement was made to change section for clarity as follows:

- (6) Be interviewed personally prior to employment by the department head or a representative(s) to determine the peace officer's suitability for the police service, which includes, but is not limited to, as well as the peace officer's appearance...

Section 1002. (7)

After discussion, agreement was made to delete the word "passing" as being superfluous to the meaning of the section. Agreement was further made that reference within the text to Title VII and EEOC guidelines was not necessary and should be stated as part of the authority for the Regulation. Amend Section 7 as follows:

- (7) Be able to read at the level necessary to perform the job of a peace officer as determined by ~~passing~~ a "professionally developed" examination designed to test this skill. A professional developed examination shall be job related. ~~as required in Title VII of the Civil Rights Act of 1964 as amended and defined in Equal Employment Opportunity Commission guidelines.~~

Section 1005. (2) (A), (B), & (C) Minimum Standards for Training

Discussion resulted in agreement for a format change for consistency with other sections in the Regulations.

Section 1009. Specialized Law Enforcement Certification Program

It was recommended that reference to program effective date and statute number be eliminated as being superfluous.

Amend Section 1009. as follows:

1009. Specialized Law Enforcement Certification Program. ~~(Program effective January 1, 1970)~~

~~By authority of Penal Code Section 13506,~~ The POST Specialized Law Enforcement Certification program is established...

Section 1010. Eligibility for Participation

Discussion was held regarding subparagraph (a) which contained both a positive and negative thought. Agreement was made to establish a subparagraph (b) separating the "ineligible" from the "eligible" statements.

- (a) To be eligible for participation in the POST Program, a jurisdiction or agency must adhere to the minimum standards as defined in these Regulations for every peace officer employed by the jurisdiction or agency. ~~A jurisdiction or agency shall be ineligible to participate if it:~~

(b) A jurisdiction or agency shall be ineligible to participate if it:

Section 1010. (b) (3)

Simplification of language was approved as follows:

- (3) ~~(A) Effective January 1, 1971, Has in its employ any Regular Program~~  
peace officer hired after January 1, 1971, thereafter...

Agreement was made to change the format to be consistent with other sections in the Regulations.

Section 1011. (b) Certificates and Awards

Discussion resulted in agreement to rephrase subsection (b) for clarification and for a change in format to agree with other sections in the Regulations as follows:

(b) Professional certificates shall remain the property of the Commission.

Certificates may be denied or cancelled when: ~~and subject to denial or cancellation only: if~~

- (1) A peace officer is adjudged guilty of a felony; or
- (2) If the certificate was obtained through misrepresentation, or fraud; or
- (3) The certificate was issued due to administrative error.

MOTION - Pearson, second - Watkins, carried unanimously that the findings of the staff committee on all other Sections of the Regulations, and those amendments stated above, be submitted to the Commission for review and approval at its April 16 meeting.

SB 1850 - State Agency Open Meeting Act

Dave Allan gave a brief presentation to the Advisory Committee members on the State Agency Open Meeting Act which was regulated by SB 1850. He discussed the policy and procedures that "state agencies" must follow whenever there is an open meeting so that the public may remain informed. The Advisory Committee appears to be included in that definition.

FUTURE MEETING DATES AND LOCATIONS FOR 1981

Chairman Ayres advised the members that the next Advisory Committee meeting will be in San Diego on July 15-16. It will be a joint meeting with the Commission.

After discussion, it was recommended that the meeting date scheduled in September in the Bay Area be rescheduled to October 8-9 near the San Francisco Airport. Our December meeting is scheduled for December 17-18 in Orange County. Staff will seek out an appropriate location and confirm with the Chairman.

## REPORTS FROM MEMBERS

Chairman Ayres - (WPOA) Chairman Ayres reported that WPOA's Annual Conference is scheduled for May 10, 1981 in conjunction with CPOA at the Red Lion Inn in Sacramento. She reported that WPOA had a training session all afternoon March 11 and all day March 12 and 13. Registration for WPOA is \$40 for non-members and invited the Committee members to attend.

Vice-Chairman Watkins - (CHP) Vice-Chairman Watkins had nothing to report.

Committee Member Schmeling - (COPS) Mr. Schmeling had nothing to report.

Committee Member Gonzales - (CAPTO) Sergeant Gonzales had nothing to report.

Committee Member Silva - (Community Colleges) Mr. Silva had nothing to report.

Committee Member Pearson - (PORAC) Lieutenant Pearson reported on the money bills. There is a standing rule committee in the Ways and Means Committee that anything over \$25,000 will be held until there is a budget in July. Pearson discussed the Marshall bill, SB 210, which would give 10% financing for PCST. This bill was pulled out of the Committee by PORAC on March 11, 1981, and it will probably be dropped down from 10% to 5% to try and get it through.

Committee Member Pacileo - (CSSA) Sheriff Pacileo had nothing to report.

Committee Member Pantaleoni - (CAAJE) CAAJE's Annual Conference is scheduled for April 23, 24, and 25 in Fresno. He also reported on forthcoming activities of the Symposium Task Force on Education and Training.

Committee Member Tielsch - (CPCA) Chief Tielsch reported that the California Police Chiefs Association had their Annual Conference meeting in Santa Cruz last month. He indicated that Chief Bob McGowan of Pasadena Police Department was elected president of the association for the coming year. Also stated that the association is writing letters to the Governor's Office suggesting that he move to fill the vacant appointment to the Commission.

Committee Member McKeown - (CADA) Mr. McKeown stated that the Academy Directors are involved in the ongoing activities of the Basic Academy Consortium. The consortium met at POST recently and as a result of that meeting there has been a series of subcommittees set up to work on various aspects of the Basic Academy; such as working on voluntary accreditation for academies; taking a look at what they are doing and making recommendations on how they can improve it.

The Executive Director again thanked Chairman Ayres for the service provided by the Advisory Committee in their Legislative review of the regulations.

## ADJOURNMENT

The meeting was adjourned at 2:45 p.m.

  
Rachel Fuentes  
Secretary



# STATUS OF PENDING LEGISLATION OF INTEREST TO POST

ACTIVE \*

<u>Bill/Author</u>	<u>Subject</u>	<u>Commission Position</u>	<u>Status</u>
SB 201 (Richardson)	D.A. Investigators: POST reimbursement	None	In Senate
SB 210 (Presley)	Marshals: POST reimbursement	Support	In Senate
AB 427 (Leonard)	POST: Assessment Fund change	Support	In Assembly
AB 674 (Katz)	Arson Investigators: POST reimbursement	Oppose	In Assembly

\*Active means the Commission has or may take an official position.

Rev. 3/23/81

# STATUS OF PENDING LEGISLATION OF INTEREST TO POST

## INFORMATIONAL \*

<u>Bill/Author</u>	<u>Subject</u>	<u>Comments</u>	<u>Status</u>
AB 54 (Filante)	Regulatory Agency: Abolition		In Assembly
SB 111 (Alquist)	Assessment Fund: Amendments	(same as AB 251)	In Senate
SB 132 (Presley)	Peace Officer: Tear Gas Possession		In Senate
AB 251 (Vasconcellos)	Assessment Fund: Amendments	(same as SB 111)	In Assembly
AB 253 (Alatorre)	Peace Officers Powers: Off duty		In Assembly
SB 375 (Dills)	Driver Training: Continuation of Program	(same as AB 651)	In Senate
SB 382 (Presley)	Peace Officers: Selection Standards		In Senate
SB 412 (Johnson)	Custodial Officers: Training		In Senate
AB 513 (Stirling)	Reserve: Training Requirements		In Assembly
AB 651 (Young)	Driver Training: Continuation	(same as SB 375)	In Assembly

\*Informational means the Commission will take no official position.

Rev. 3/23/81

# BILL ANALYSIS

State of California

Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
7100 Bowling Drive, Sacramento, CA 95823

## TITLE OR SUBJECT

Child Abuse: Guidebook Preparation and Training

## AUTHOR

Senator Rains, et al

## BILL NUMBER

SB 588

## SPONSORED BY

Joint Committee for Revision of  
the Penal Code

## RELATED BILLS

## DATE LAST AMENDED

3-16-81

## BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

Senate Bill 588 would amend Section 13516 of the Penal Code to additionally require the Commission on POST to:

1. Prepare procedural guidelines which may be followed by police agencies investigating cases involving the sexual exploitation or sexual abuse of children.
2. Include adequate instruction in the above procedures as part of the basic training course.
3. Provide specialist training for investigators assigned to the investigation of child sexual exploitation cases, and child sexual abuse cases.

There are other portions of the bill which do not relate to POST, therefore, these sections have not been analyzed.

## Analysis

This bill would expand current requirements of law relating to the preparation of sexual assault investigative procedures and associated training to include procedures and training for investigators assigned to child sexual exploitation and abuse cases. The proponents feel that additional emphasis needs to be placed on police investigations in this area.

In the last three years, the Commission on POST has prepared, published, and distributed two investigative procedure manuals addressing the subjects of this bill. The two manuals are, 1) Advanced Sexual Assault Investigation and, 2) Investigation of Child Abuse and Neglect. In addition, the Commission now offers six training courses in Child Abuse and seven training courses in Sexual Assault Investigation. The courses are offered at various locations throughout the State and vary in length from 16 to 40 hours. The basic course also includes instruction in the investigation of child abuse and sexual assault, but does not expressly address child sexual exploitation situations.

## Comments

It would appear that the Commission is currently accommodating the major provisions of SB 588. If the author desires that added emphasis be given to this subject area, it might be more advantageous to utilize a Senate Concurrent Resolution to provide the Commission official legislative direction relating to this subject.

## Recommendation

POST take no official position on SB 588.

## OFFICIAL POSITION

## ANALYSIS BY

*D. Beauchamp*

## DATE

3-27-81

## REVIEWED BY

## DATE

## EXECUTIVE DIRECTOR

*L. C. ...*

## DATE

3-30-81

## COMMENT

**SENATE BILL**

**No. 588**

**Introduced by Senators Rains, Garamendi, Keene, Presley,  
and Roberti**

**March 16, 1981**

**An act to amend Sections 13516, 13836, and 13837 of the  
Penal Code, relating to crimes.**

**LEGISLATIVE COUNSEL'S DIGEST**

**SB 588, as introduced, Rains. Crimes: investigation and  
prevention.**

**Under existing law, the Commission on Peace Officer  
Standards and Training is required to prepare guidelines  
establishing standard procedures which may be followed by  
police agencies in the investigation of sexual assault cases and  
to prepare and implement a course for the training of  
specialists in the investigation of such cases. The Office of  
Criminal Justice Planning also is required to establish an  
advisory committee to develop a course of training for district  
attorneys in the investigation of such cases, and to provide  
grants to proposed and existing local rape victim counseling  
centers, as specified.**

**This bill would make the foregoing provisions relating to  
the development of investigation procedures and training  
also applicable to cases involving the sexual exploitation or  
sexual abuse of children. It also would require the Office of  
Criminal Justice Planning to provide grants to proposed and  
existing local child sexual exploitation and child abuse victim  
counseling centers.**

**Vote: majority. Appropriation: no. Fiscal committee: yes.  
State-mandated local program: no.**

*The people of the State of California do enact as follows:*

1 SECTION 1. Section 13516 of the Penal Code is  
2 amended to read:

3 13516. (a) The commission shall prepare guidelines  
4 establishing standard procedures which may be followed  
5 by police agencies in the investigation of sexual assault  
6 cases, *and cases involving the sexual exploitation or sexual*  
7 *abuse of children*, including, police response to, and  
8 treatment of, victims of such crimes.

9 (b) The course of training leading to the basic  
10 certificate issued by the commission shall, on and after  
11 July 1, 1977, include adequate instruction in the  
12 procedures described in subdivision (a). No  
13 reimbursement shall be made to local agencies based on  
14 attendance on or after such date at any such course which  
15 does not comply with the requirements of this  
16 subdivision.

17 (c) The commission shall prepare and implement a  
18 course ~~of~~ *for the* training of specialists in the investigation  
19 of sexual assault cases, *child sexual exploitation cases, and*  
20 *child sexual abuse cases*. Officers assigned as sexual  
21 ~~assault~~ investigations specialists *of such crimes* shall  
22 successfully complete ~~such~~ *their* training within six  
23 months of the date such assignment was made.

24 (d) It is the intent of the Legislature in the enactment  
25 of this section to encourage the establishment of sex  
26 crime investigation units in police agencies throughout  
27 the state, *which units shall include, but not be limited to,*  
28 *investigating crimes involving the sexual exploitation and*  
29 *sexual abuse of children*.

30 SEC. 2. Section 13836 of the Penal Code is amended  
31 to read:

32 13836. The Office of Criminal Justice Planning shall  
33 establish an advisory committee which shall develop a  
34 course of training for district attorneys in the  
35 investigation and prosecution of sexual assault cases,  
36 *child sexual exploitation cases, and child sexual abuse*  
37 *cases* and shall approve grants awarded pursuant to  
38 Section 13837. The ~~course~~ *courses* shall include training in

1 the unique emotional trauma experienced by victims of  
2 ~~sexual assault~~ *such crimes*.

3 It is the intent of the Legislature in the enactment of  
4 this chapter to encourage the establishment of sex crime  
5 prosecution units, *which shall include but not be limited*  
6 *to, child sexual exploitation and child sexual abuse cases,*  
7 in district attorneys' offices throughout the state.

8 SEC. 3. Section 13837 of the Penal Code is amended  
9 to read:

10 13837. The Office of Criminal Justice Planning shall  
11 provide grants to proposed and existing local rape, *child*  
12 *sexual exploitation, and child sexual abuse* victim  
13 counseling centers. ~~Such~~ The centers shall maintain a  
14 24-hour telephone counseling service for ~~rape sex crime~~  
15 victims, appropriate in-person counseling and referred  
16 service during normal business hours, and maintain other  
17 standards or services which shall be determined to be  
18 appropriate by the advisory committee established  
19 pursuant to Section 13836 as grant conditions. The  
20 advisory committee shall identify the criteria to be  
21 utilized in awarding the grants provided by this chapter  
22 before any funds are allocated.

23 In order to be eligible for funding pursuant to this  
24 chapter, the centers shall demonstrate an ability to  
25 receive and make use of any funds available from  
26 governmental, voluntary, philanthropic, or other sources  
27 which may be used to augment any state funds  
28 appropriated for purposes of this chapter. Each center  
29 receiving funds pursuant to this chapter shall make every  
30 attempt to qualify for any available federal funding.

31 State funds provided to establish centers shall be  
32 utilized when possible, as determined by the advisory  
33 committee, to expand the program and shall not be  
34 expended to reduce fiscal support from other public or  
35 private sources. The centers shall maintain quarterly and  
36 final fiscal reports in a form to be prescribed by the  
37 administering agency. In granting funds, the advisory  
38 committee shall give priority to centers which are  
39 operated in close proximity to medical treatment  
40 facilities.

# BILL ANALYSIS

State of California

Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
7100 Bowling Drive, Sacramento, CA 95823

TITLE OR SUBJECT

Arson Investigators: POST Reimbursement

AUTHOR

Assemblyman Katz

BILL NUMBER

AB 674

SPONSORED BY

California Federated Fire Fighters

RELATED BILLS

DATE LAST AMENDED

2-26-81

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

## General

Assembly Bill 674 Would:

1. Require the Commission to establish minimum standards for the recruitment and training of participating fire agency arson investigators.
2. Authorize participating fire agency arson investigators to be reimbursed for certain training costs.

## Analysis

The Commission on Peace Officer Standards and Training (POST) was created in 1959 to raise the level of competence of local law enforcement officers by establishing appropriate recruitment and training standards for the enumerated peace officers. Current law specifies these officers to be:

1. City Police Officers.
2. County Sheriff's Officers.
3. Reserve Peace Officers defined in 830.6(a) P.C.
4. Policemen of an authorized district, to include:
  - a. Regional Park Police.
  - b. University of California Police.
  - c. State University and College Police.
  - d. Community College Police.

Subsequent legislation provided that the Commission could also set training standards for certain state law enforcement agencies; however, these agencies would not be eligible for training reimbursement.

In the twenty odd years since POST's inception, the Legislature has seen fit to allow additional law enforcement agencies to participate in the training reimbursement program. The last group to be added was the Community College Police during the 1980 session (SB 1428).

OFFICIAL POSITION

ANALYSIS BY

D. Beauchamp

DATE

3-20-81

REVIEWED BY

DATE

EXECUTIVE DIRECTOR

J. P. ...

DATE

3-20-81

COMMENT

With the introduction of AB 674, the Legislature is being asked for the first time to consider including a non-law enforcement discipline in the regular POST Program. Although the number of fire personnel eligible for training reimbursement would be small (estimated at 200 total throughout the state) and the annual cost not great (\$43,000), the significance of expanding the POST reimbursement program to a non-law enforcement discipline is a major departure from previous legislative actions.

The language of AB 674 is broadly written to include all members of an arson investigating unit of a fire protection agency of the state, county, city, or district. This provision would allow these very limited peace officers to be reimbursed for training costs at the same time other primary law enforcement groups, such as the California State Police, the California Highway Patrol, Department of Justice Investigators, Marshals, Constables, District Attorney Investigators, Game Wardens, ABC Investigators, and many others are excluded from receiving POST financial support.

The practical aspects of implementing AB 674 are also noteworthy. Currently, all peace officers in the POST regular program are required to complete the law enforcement Basic Training Course, which averages 576 hours in length. In addition, there is a requirement that each officer complete the Advanced Officer Course, or its equivalent, once every four years. POST also mandates that newly appointed supervisors attend a law enforcement Supervisors Course (80 hours) and newly appointed managers attend a law enforcement Management Course (80 hours). Fire personnel would be expected to meet these same training standards if they choose to participate in the POST regular program.

POST currently has eight certified courses addressing the general subject of arson investigation; the average length of these courses is 40 hours. These courses are open to any one who might have the need and/or desire to attend. As most are offered through the community college system, there is normally no charge for attendance. These courses are considered optional training and, as such, there is no requirement that POST participants attend this training.

#### Comments

Arson investigators of fire departments do not have a primary assignment of law enforcement, as do all other participants in the POST regular program. They are fire personnel who are, in most instances, assigned temporarily to the investigation of arson-caused fires.

There is no argument over the need for arson investigators to be trained to perform their job. This can be said for almost any task to be performed by any discipline. POST has recognized the need for specialized arson investigation courses and has certified training courses available for all who wish to attend. The conflict centers over whether POST should finance this training for fire personnel.

The issue of POST setting selection standards for fire personnel is another major factor which must be addressed. The POST program is not a subvention tool, but rather a comprehensive system of selection and training standards with partial costs being reimbursed to those eligible agencies who choose to meet the established standards. The intent is to raise standards, not to provide training money.



If AB 674 is successful, the selection standards issue can be handled in one of two ways. Either fire arson investigators will be required to meet police selection standards or POST will have to develop new standards for this class. It would seem that neither alternative is entirely appropriate. A more acceptable approach would be for fire agencies to establish their own comprehensive program for the fire service, not just the arson investigators. This approach was successful for the corrections discipline, who established their own program and funding source via SB 924 of 1979.

Recommendation

POST oppose the inclusion of the fire agency arson investigators in the POST regular program.

**ASSEMBLY BILL**

**No. 674**

**Introduced by Assemblyman Katz**

**February 26, 1981**

**An act to amend Section 13510 of the Penal Code, relating to peace officers, and making an appropriation therefor.**

**LEGISLATIVE COUNSEL'S DIGEST**

AB 674, as introduced, Katz. Peace officers: arson investigators.

Existing law requires the Commission on Peace Officer Standards and Training to adopt and amend rules establishing minimum standards for the recruitment and training of specified local peace officers.

This bill would require the commission to also adopt and amend rules establishing minimum standards for the recruitment and training of arson investigators, as defined, who are regularly employed and paid members of a fire department or fire protection agency having primary responsibility for the enforcement of arson laws.

Existing law provides that money in the Peace Officers' Training Fund is continuously appropriated for the costs of administration and for grants of reimbursement aid to local governments and districts.

The provisions of this bill would impose additional duties on the Commission on Peace Officer Standards and Training and authorize additional expenditures from the Peace Officers' Training Fund.

Vote:  $\frac{2}{3}$ . Appropriation: yes. Fiscal committee: yes. State-mandated local program: no.

*The people of the State of California do enact as follows:*

1 SECTION 1. Section 13510 of the Penal Code is  
2 amended to read:

3 13510. (a) For the purpose of raising the level of  
4 competence of local law enforcement officers, the  
5 commission shall adopt, and may, from time to time  
6 amend, rules establishing minimum standards relating to  
7 physical, mental, and moral fitness, which shall govern  
8 the recruitment of any city police officers, peace officer  
9 members of a county sheriff's office, reserve officers as  
10 defined in subdivision (a) of Section 830.6, policemen of  
11 a district authorized by statute to maintain a police  
12 department, ~~or~~ peace officer members of a district, *or*  
13 *arson investigators as defined in subdivision (a) of*  
14 *Section 830.31 who are regularly employed and paid*  
15 *members of a fire department or fire protection agency*  
16 *having primary responsibility for the enforcement of*  
17 *arson laws, in any city, county, city and county, or district*  
18 *receiving state aid pursuant to this chapter, and shall*  
19 *adopt, and may, from time to time amend, rules*  
20 *establishing minimum standards for training of city*  
21 *police officers, peace officer members of county sheriff's*  
22 *offices, reserve officers as defined in subdivision (a) of*  
23 *Section 830.6, policemen of a district authorized by*  
24 *statute to maintain a police department, and peace*  
25 *officer members of a district, and arson investigators as*  
26 *defined in subdivision (a) of Section 830.31 who are*  
27 *regularly employed and paid members of a fire*  
28 *department or fire protection agency having primary*  
29 *responsibility for the enforcement of arson laws, which*  
30 *shall apply to those cities, counties, cities and counties,*  
31 *and districts receiving state aid pursuant to this chapter.*  
32 All such rules shall be adopted and amended pursuant to  
33 Chapter 4.5 (commencing with Section 11371) of Part 1,  
34 Division 3, Title 2 of the Government Code.

35 (b) The commission shall conduct research  
36 concerning job-related educational standards and  
37 job-related selection standards, to include vision, hearing,  
38 physical ability, and emotional stability. Job-related

1 standards which are supported by this research shall be  
2 adopted by the commission prior to January 1, 1985, and  
3 shall apply to those peace officer classes identified in  
4 subdivision (a). The commission shall consult with local  
5 entities during the conducting of related research into  
6 job-related selection standards.  
7 (c) Nothing in this section shall prohibit a local law  
8 enforcement agency from establishing selection and  
9 training standards which exceed the minimum standards  
10 established by the commission.

# BILL ANALYSIS

State of California

Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
7100 Bowling Drive, Sacramento, CA 95823

TITLE OR SUBJECT		AUTHOR		BILL NUMBER	
School District Police: POST Reimbursement		Senator Doolittle		SB 751	
SPONSORED BY		RELATED BILLS		DATE LAST AMENDED	
Attorney General's Office		SB 201, SB 210, AB 674		3-19-81	
BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)					
<u>General</u>					
Senate Bill 751 would:					
1. Allow school district peace officers to participate in the regular POST program, including reimbursement.					
<u>Analysis</u>					
<p>The proponents of this legislation indicate that they consider themselves to be general law enforcement officers and therefore an appropriate group to be included in the regular POST program. They indicate they perform essentially the same tasks as the community college police, a group that was made eligible for POST reimbursement via SB 1428 of 1980.</p> <p>At the present time there are approximately 740 school district peace officers whose agencies would be eligible to participate in the POST program, should this legislation be successful. The estimated annual cost to the Peace Officer Training Fund to include all of these officers would be \$159,100.</p> <p>This is the fourth group of peace officers who have sought legislation during this session to be included in the regular POST program. The other groups are the Marshals (1000 peace officers), the District Attorney Investigators (700 peace officers) and fire arson investigators (200 peace officers). The total cost to the Peace Officer Training Fund to include all four groups would be approximately \$508,100.</p> <p>The Commission has a long standing policy to oppose the inclusion of additional peace officer groups in the POST reimbursement program, unless the enabling legislation includes sufficient funds to offset the increase cost to the Peace Officer Training Fund (POTF). The addition of these new groups without sufficient resources could require the Commission to reduce services and reimbursements to agencies now in the program in an amount equal to the added expense. This could serve to further reduce the current salary reimbursement rate of 30% plus to something less.</p>					
<u>Comment</u>					
Because of the lack of funding provisions sufficient to cover the additional expense of providing services and training reimbursement to the school district police, it is recommended the Commission oppose SB 751.					
<u>Recommendation</u>					
Oppose					
OFFICIAL POSITION					
ANALYSIS BY		DATE		REVIEWED BY	
D. Beauchamp		4-1-81			
EXECUTIVE DIRECTOR		DATE		COMMENT	
M. C. Beckman		4-1-81			

**SENATE BILL**

**No. 751**

**Introduced by Senator Doolittle**

**March 19, 1981**

An act to amend Section 13507 of the Penal Code, relating to peace officer training.

**LEGISLATIVE COUNSEL'S DIGEST**

SB 751, as introduced, Doolittle. Peace officer training.

Under existing law, the Commission on Peace Officer Standards and Training is required to establish minimum standards relating to recruitment and training peace officer members of, among other entities, districts.

This bill would include within the definition of district, for such purposes, a school district.

Vote: majority. Appropriation: no. Fiscal committee: yes. State-mandated local program: no.

*The people of the State of California do enact as follows:*

- 1 SECTION 1. Section 13507 of the Penal Code is
- 2 amended to read:
- 3 13507. As used in this chapter, "district" means any of
- 4 the following:
- 5 (a) A regional park district.
- 6 (b) A district authorized by statute to maintain a
- 7 police department.
- 8 (c) The University of California.
- 9 (d) The California State University and Colleges.
- 10 (e) A community college district.
- 11 (f) A school district.

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# BILL ANALYSIS

State of California

Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
7100 Bowling Drive, Sacramento, CA 95823

## TITLE OR SUBJECT

Training: Concealable Weapons

## AUTHOR

Assemblyman Martinez

## BILL NUMBER

AB 1169

## SPONSORED BY

## RELATED BILLS

## DATE LAST AMENDED

3-18-81

## BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

General

Assembly Bill 1169 would require certain purchases of concealable firearms to complete a specified course of instruction or pass an equivalency test in the use of firearms. The Department of Justice has the primary assignment for carrying out the provisions of this bill. The portion of the legislation relating to the Commission on Peace Officer Standards and Training (POST) would require POST to:

1. Assist the Department of Justice in developing standards for a course in the use of firearms.
2. Assist the Department of Justice in developing an equivalency test in the use of firearms.

Analysis

Because of past involvement with the arrest and firearms course for peace officers established under Penal Code Section 832, the developmental costs for the training course and the equivalency examination should have a minimal impact on POST. It is expected this could be accomplished with existing staff resources.

It should be noted, however, that this legislative assignment directs the Commission to expend resources on a program not directly related to the selection and training of peace officers. The cumulative effect of this type of assignment without additional resources could eventually impact the services available to law enforcement.

Comments

Because of the minimal impact on the POST program, it would seem appropriate that the Commission refrain from adopting a position on AB 1169.

Recommendation

POST not take a position on AB 1169.

## OFFICIAL POSITION

## ANALYSIS BY

*D. Beauchamp*  
EXECUTIVE DIRECTOR

## DATE

3-30-81

## DATE

3-30-81

## REVIEWED BY

## DATE

## COMMENT

ASSEMBLY BILL

No. 1169

Introduced by Assemblyman Martinez

March 18, 1981

An act to add Article 4.5 (commencing with Section 12080) to Chapter 1 of Title 2 of Part 4 of the Penal Code, relating to handguns.

LEGISLATIVE COUNSEL'S DIGEST

AB 1169, as introduced, Martinez. Weapons: handgun safety.

Existing law regulates the sale of concealable weapons.

This bill would prohibit the sale, delivery, or transfer of a concealable firearm to any person, other than a peace officer, member of the military or federal law enforcement or a licensed private investigator or private patrol operator, who has not completed a specified course or equivalency test in the use of firearms, as prescribed by the Department of Justice. The act would become operative July 1, 1982.

Vote: majority. Appropriation: no. Fiscal committee: yes. State-mandated local program: no.

*The people of the State of California do enact as follows:*

1 SECTION 1. This act may be known, and shall be  
2 cited, as the Handgun Safety Act of 1981.

3 SEC. 2. It is the intent of the Legislature in adopting  
4 this act to help insure that people who purchase  
5 dangerous weapons have some idea of how to properly  
6 and safely use them.

7 SEC. 3. Article 4.5 (commencing with Section 12080)  
8 is added to Chapter 1 of Title 2 of Part 4 of the Penal  
9 Code, to read:



## Article 4.5. Safety Training

12080. No person, corporation, or dealer shall sell, deliver, or otherwise transfer any pistol, revolver, or other firearm capable of being concealed upon the person to any person who has not completed a course certified by the Department of Justice in the use of firearms or passed a firearms equivalency test standardized by the Department of Justice pursuant to the provisions of this article.

12081. The firearms qualifying course shall be taken under the auspices of any institution approved by the Department of Justice to offer such firearms training. The approved training institution is authorized to charge a fee for covering the actual cost of such training.

A qualification card shall be issued to each person who successfully completes the course.

12082. The firearms equivalency test shall be taken under the auspices of any institution approved by the Department of Justice to administer such examination. The approved institution is authorized to charge a fee covering the actual cost of administering such test.

A qualification card shall be issued to each person who successfully passes the test.

12083. The department in cooperation with the Commission on Peace Officer Standards and Training, shall develop standards for a course and an equivalency test in the use of firearms. For this purpose, the department may cooperate with any reputable association or organization having as its major objective the promotion of firearm safety.

Both the training course and equivalency test shall cover, but not be limited to, the safe use and storage of firearms, and the possible civil and criminal liabilities of improper firearms use.

12084. Each person issued a qualification card under this article shall pay a fee to the Department of Justice. The fee shall be no more than is necessary to reimburse the department for any costs incurred pursuant to the provisions of this article. The department may provide by

( 1 regulation for the manner in which the fee is collected  
2 and paid.

3 12085. The provisions of this article shall not be  
4 construed to apply to:

5 (a) A peace officer as defined in Chapter 4.5  
6 (commencing with Section 830) of Title 3 of Part 2;

( 7 (b) A member of the military and naval forces of this  
8 state or of the United States or a federal law enforcement  
9 officer;

10 (c) A person holding a license as a private investigator  
11 or private patrol operator issued pursuant to Chapter 11  
12 (commencing with Section 7500) of Division 3 of the  
13 Business and Professions Code.

14 SEC. 4. This act shall become operative on July 1,  
15 1982.

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## AGENDA ITEM SUMMARY SHEET

Agenda Item Title <b>FINAL REPORT OF TRAINING NEEDS ASSESSMENT</b>		Meeting Date <b>April 16-17, 1981</b>
Division <b>Operations</b>	Division Director Approval <i>Bradley E. Koch</i>	Researched By <b>Hal Snow</b> <i>Hal</i> <b>GF</b>
Executive Director Approval <i>William C. Boehm</i>	Date of Approval <b>3-30-81</b>	Date of Report <b>March 24, 1981</b>
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/>		Financial Impact Yes (See Analysis per details) <input type="checkbox"/> No <input checked="" type="checkbox"/>
In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).		

**ISSUE:** As part of POST's ongoing training needs assessment activities, this report presents a summary of the results of the training needs survey and follow-up regional training conferences. A suggested action plan is presented to systematically consider the many issues arising out of this effort. Copies of the completed final report will be distributed at the Commission meeting.

**BACKGROUND:** At the January 17, 1980 meeting, the Commission approved the concept of the POST Resources Management System which included training needs assessment. With input from key professional law enforcement organizations, a survey was subsequently designed and distributed in November 1980 to all law enforcement agencies participating in the POST Regular Program including 353 police departments, 58 sheriffs departments, and 26 state college and university police departments. Of the 437 total surveys distributed, 420 or 96% were returned by December 1, 1980. The data was tabulated and preliminary results presented to the Commission at its January 1981 meeting. Fifteen regional one day training conferences were then announced and conducted in February and March. All department heads, training managers, and course presenters were invited to participate. the conferences served to present preliminary survey results but more importantly to obtain additional qualitative input on issues relevant to the POST training program. Over 292 persons representing 234 agencies attended the conferences including 40 police chiefs and sheriffs.

**ANALYSIS:** This process has resulted in numerous suggestions for changing POST policies, procedures and training courses which are summarized on Attachment A. Because of the volume and complexity of these issues, an action plan for addressing and implementing the major suggestions is included as Attachment B. The action plan suggests a prioritization of issues and a basis for staff and the Commission to incrementally consider these issues.

**RECOMMENDATIONS:**

1. Accept the final report on the Training Needs Assessment and approve its distribution to all law enforcement agencies and course presenters.
2. Approve the suggested action plan for addressing issues raised in the training needs assessment.

attachments

Utilize reverse side if needed

## Commission on Peace Officer Standards and Training

## POST TRAINING NEEDS ASSESSMENT

Summary of Training Conferences and Survey Results

Survey Response - 420 surveys were returned or 96% of the total 437 agencies surveyed.

Training Conferences - Fifteen conferences were conducted, which included 292 attendees representing 234 agencies.

In General

1. POST training is generally considered of high quality and meets most law enforcement training needs.
2. Results suggest there is substantial support for POST's existing policies. Examples include:
  - a. No assignment pre-requisites for Technical Courses.
  - b. No limitations on geographical course attendance.
  - c. Not certifying labor relations courses.
  - d. Not certifying personal benefit courses.
  - e. Looking first to nontuition-charging institutions for course certification.
  - f. The concept of training the trainers for high cost courses.
  - g. Balancing POST expenditures and revenue by fluctuating the salary percentage.
  - h. Allowing Technical Courses to satisfy the Advanced Officer training requirement.
  - i. Recognizing and encouraging the pre-employment training concept yet continuing to reimburse for the Basic Course.
  - j. Making Officer Survival Courses available.
  - k. Making Disaster Training Courses available.
  - l. Others.

Major Suggested Changes (Listed in random order)

1. Innovative Forms of Training Delivery - POST should study the feasibility and allocate some financial resources for 1) the production of multi-media training packages (i.e. video tapes, computer assisted learning, etc.), 2) the distribution of such media, 3) the development of an informational clearinghouse service for identifying who is developing what, and 4) the evaluation of such expenditures.  
Unanimous Agreement
2. Simplified POST Reimbursement Procedures - POST should explore the feasibility of automatically reimbursing eligible agencies off of course rosters, using a flat rate formula for each course or course category and seeking additional field input on examples.  
Unanimous Agreement
3. Need for More Supervisory, Management & Executive Training Courses - POST should develop more update and advanced courses for these levels including, but not limited to, command-post exercises and management of critical incidences, personnel management, etc.  
Unanimous Agreement
4. Need for NonSworn Training Courses - Training courses for nonsworn personnel are needed, and some examples include: complaint dispatcher, records and property management, community service officer orientation, jail operations for Type I facilities, court security and prisoner transportation, animal control, civil process, and a separate supervisory course.  
General Agreement

5. First Aid and CPR Training Requirement - POST should 1) develop a concise video tape and computer-assisted training and testing program to assist agencies in expeditiously satisfying these refresher training requirements, and 2) take the leadership in attempting to modify the course content to conform more closely to the tasks actually performed by peace officers, and to correct the disparity between the three-year renewal requirement and the one-year recertification requirements of the American Red Cross. Unanimous Agreement
6. Stress Management Training - POST should 1) place greater emphasis on including personal stress reduction in existing mandated courses as a topic, and 2) separately certify stress management courses. Majority Agreement
- \* 7. Basic Course Reimbursement - POST should update the 400-hour basic course reimbursement limitation to 480 hours to reflect more closely the actual hours required to complete the POST-mandated performance objectives. There is general agreement that the increase should be across the board (salary, travel, and per diem), but certainly for travel and per diem. Almost Unanimous
8. Course Availability - POST should develop a state plan for regionalized training which considers 1) optimum availability for each course type, 2) manpower data developed from the survey, and 3) past experience with travel and per diem expenditures. Unanimous Agreement
9. Informational Clearinghouse Services - POST should expand its informational clearinghouse services to address such emerging issues as the Use of Deadly Force, Alternatives to Deadly Force, programs which promote Public Trust and Confidence in Law Enforcement, and Officer/Agency Civil Liability. POST should not assume an advocacy role on these. Unanimous Agreement
- \* 10. Futuristic Training - POST should give consideration to futuristic-anticipatory issues in existing management and executive level training courses, and provide some periodic "think tank" seminars to examine particular police problems. General Agreement
- \* 11. Mandated Refresher Training for Supervisors and Managers - POST should mandate supervisors and managers to periodically complete a refresher course relevant to their assignment. General Agreement
- \* 12. Availability of Reserve Officer Training - Mandated reserve officer training courses are generally available except in rural isolated areas and this poses serious problems for agencies in recruiting reserve officers. POST should develop delivery means such as mediated instruction, correspondence training, traveling instructional teams, etc. General Agreement
13. High Priority Training Needs - POST should develop a plan for addressing high-priority training needs identified in the survey and conference. General Agreement

Other Ideas Suggested (No agreement solicited, no opposition expressed)

\*Suggestions emerging from the training conferences which were not part of the survey.

- \* 1. POST should obtain a toll-free 800 telephone number.
- \* 2. POST should develop and distribute a "Peace Officers' Guide to POST".
- \* 3. POST should revise its certificate requirements to permit obtaining supervisory, management, and executive certificates without holding the rank.
- \* 4. POST should re-examine its policy of prohibiting presentation of supervisory and FTO courses out of the presenter's area or in a retreat setting.
- \* 5. POST should explore the feasibility of developing sophisticated simulator training for complaint dispatchers.
- \* 6. POST should reimburse expenses for reserve officers to attend mandated reserve training.

#### Issues With Divided Opinion

- \* 1. POST should recognize aggregate in-house agency training for satisfying Advanced Officer training requirement.
- 2. POST should increase the frequency for satisfying the Advanced Officer training requirement from four to three years.
- \* 3. POST should extend the limitation of 12 weeks for completing the Advanced Officer Course.
- \* 4. POST should encourage basic academies to offer the extended format basic. Some believe this should be determined locally, while others believe POST should encourage.

#### Concepts or Ideas Rejected

- 1. POST should pay for agency field training programs as an inducement for the pre-employment training concept.
- 2. POST should mandate completion of field training programs for new officers.

#### Other Valuable Information Received

- 1. Suggestions for Improving the Supervisory Course
- 2. Needed local and regional courses
- 3. Needed modularized courses
- 4. POST reimbursement policies which inhibit training
- 5. Manpower data
- 6. Agency problems relevant to training
- 7. NonPOST-certified training used by law enforcement
- 8. Problem courses which POST should monitor

\*Suggestions emerging from the training conferences which were not part of the survey.

ACTION PLAN FOR THE TRAINING NEEDS ASSESSMENT FOLLOW-UP

Attached is a chart listing the major suggested issues arising from the Training Needs Assessment. They are grouped according to like kinds of subject matter and listed in priority order for consideration. The prioritization is based upon: (a) a subjective evaluation or perceived importance by the field, and (b) staff capabilities to research these issues.

If the Commission approves this plan, it concurs that:

1. The issues identified are appropriate and further consideration should be given.
2. The listed priority and time table for consideration is appropriate.
3. The Executive Director will assign the appropriate staff to research each issue and prepare recommendations for Commission action shown on the attached chart.

The Commission may wish to assign one or more of these issues to a committee of the Commission for further research and development.

## Action Plan for the Training Needs Assessment Followup

The POST Training Needs Assessment, including a statewide survey and a series of 15 regional training conferences, resulted in numerous suggestions for changing policies/procedures which impact the POST training program. The following are the major suggestions for change presented in priority order with beginning dates for staff review and ending dates for Commission action. For a more detailed description of each activity, see Summary of Training Conferences and Survey Results.

[illegible]



## AGENDA ITEM SUMMARY SHEET

Agenda Item Title <b>QUALITATIVE EVALUATION OF OFFICER SAFETY/FIELD TACTICS COURSES</b>		Meeting Date <b>April 16-17, 1981</b>
Division <b>Operations</b>	Division Director Approval <i>Madley W. Koch</i>	Researched By <b>Hal Snow H.S. CF</b>
Executive Director Approval <i>William C. Bellamy</i>	Date of Approval <b>4-1-81</b>	Date of Report <b>March 20, 1981</b>
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input checked="" type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page \_\_\_\_\_).

**ISSUE:** This is a final report on the qualitative evaluation of the Officer Safety/Field Tactics Courses.

**BACKGROUND:** At the October 23-24, 1980 meeting, the Commission directed staff to conduct a qualitative evaluation of officer safety courses including those presented by the California Specialized Training Institute (CSTI). The Commission was particularly interested in the comparative course quality between tuition and non-tuition charging institutions. A preliminary progress report was presented to the Commission at its January 1981 meeting wherein it was reported insufficient presentations had been evaluated to formulate definite conclusions, and that a followup report would be made available at the April meeting.

**ANALYSIS:** As part of this study, Officer Safety Courses were evaluated at the following training institutions:

<u>Tuition Charging</u>	<u>Hours</u>
California Specialized Training Institute	40
Law Enforcement Research Associates	40
<u>Non-Tuition Charging</u>	<u>Hours</u>
Los Medanos Center	40
Redwoods Training Center	40
Santa Rosa Training Center	40

Two other institutions, Central Coast Counties Academy and San Bernardino County Sheriff's Department, are certified for Officer Safety but did not offer a presentation during the period of evaluation. Staff was unable to evaluate a presentation at the Modesto Regional Training Center.

To standardize the evaluation, all presenters were requested to follow the suggested POST topics as a minimum. See Attachment D. Each presenter was notified in advance that the evaluation criteria included overall course quality, individual instructor quality, coverage of course topics, impact on trainees, facilities, instructional methodology with emphasis on student practical application, course administration, and presenter self-evaluation procedures. The evaluations also paid particular attention to potential excessive trainee paranoia and resulting adverse citizen contacts. Evaluation methodology, which was also communicated to presenters, included:

Utilize reverse side if needed

1. POST Course Evaluation Instrument (CEI)
2. Individual Instructor Evaluations
3. Pre and Post Evaluation of student perception
4. Individual and group interviews of students
5. On-site staff observations

Results of the evaluation reveal the following:

1. No significant differences in course quality were found between tuition and nontuition presenters. (See Attachments A, B, & C) Any differences noted appeared to be a matter of emphasis of a particular topic or methodology.
2. The minimum content specified by POST was well accepted by trainees and presenters.
3. Numerous common denominators of good quality Officer Safety Courses were identified and are reflected in this report's recommendation # 3, relating to "POST Guidelines for Officer Safety Courses." It is staff's contention that if those guidelines are followed, the probabilities for consistently better training will increase.

In the absence of Commission direction to the contrary, it is staff's intention to pursue the following:

1. Encourage additional course certifications by nontuition-charging institutions with particular attention given to the development of traveling instructional teams working for multiple presenters.
2. Adopt the following "POST Guidelines" for the Certification of Officer Safety/Field Tactics Courses:
  - a. Course content specified by POST (Attachment D) is a minimum, and additional topics may be included with prior POST approval. This content will be evaluated periodically to ensure its relevance to police deaths and assaults.
  - b. At least 50% of each course presentation shall consist of student practical application or demonstration.
  - c. Each course must include some student exercises conducted during hours of darkness.
  - d. Presenters must have access to special isolated facilities (e.g., network of roads, abandoned buildings, etc.) for the conduct of some of the student practical exercises.
  - e. Presenters must include special attention to avoidance of:
    - (1) creating undue paranoia for officer safety resulting in impaired citizen contacts, and
    - (2) coverage of tactics contrary to most departmental policies.

- f. Instructors must have an unusually high degree of credibility with in-service officers, which can be derived from experience as a currently practicing peace officer, SWAT assignment, research activities, etc.

RECOMMENDATION: That the Commission accept this report.

Attachments

- A. Chart of Overall Comparative Evaluation of Officer Safety/Field Tactics Courses.
- B. Chart of Comparative Results of the Pre and Post Evaluations.
- C. Chart of Comparative Average Scores of CEI's.
- D. POST Specified Course Content for Officer Safety/Field Tactics Courses.

# OVERALL COMPARATIVE EVALUATION OF OFFICER SAFETY/FIELD TACTICS COURSES

ATTACHMENT A

PRESENTER	OVERALL COURSE QUALITY	COVERAGE OF COURSE TOPICS	IMPACT ON TRAINEES	FACILITIES	INSTRUCTIONAL METHODOLOGY (Practical Application)	PERCENT OF PRACTICAL APPLICATION	COURSE ADMINIS- TRATION	PRESENTER SELF- EVALUATION PROCEDURES
California Specialized Institute	Excellent	Yes	Extremely Positive	Excellent	Excellent	40%	Excellent	Excellent
Law Enforcement Research Associates	Very Good	Yes	Extremely Positive	Deficient	Good, Room for some improvement	60%	Deficient	Deficient (None Used)
Los Medanos Training Center	Excellent	Substanti- ally	Extremely Positive	Fair	Excellent	60%	Acceptable	Good
Redwoods Training Center	Very Good	Yes	Extremely Positive	Good	Excellent	60%	Good	Not Observed
Santa Rosa Training Center	Excellent	Yes	Extremely Positive	Good	Excellent	60%	Good	Not Observed

## RESULTS OF PRE AND POST EVALUATIONS

As part of the evaluation design, it was decided that the trainee perceived level of competence for the knowledge and skills specified by POST for this course should be measured before and after each presentation. The expectation was that as a result of the course, trainees should feel more competent on knowledge and skills provided in the course.

The attached survey forms were especially developed for this evaluation. The nine point rating scale provided trainees considerable range for rating their perceived level of competence. Overall results reveal these relative perception levels:

<u>Presenter</u>	<u>Pre-Evaluation</u>	<u>Post-Evaluation</u>	<u>Relative Increase/Decrease</u>
California Specialized Training Institute	6.1	6.8	+ .7
Law Enforcement Research Associates	5.77	6.95	+ 1.18
Los Medanos Training Center	5.26	6.73	+ 1.47
Santa Rosa Training Center	6.15	7.19	+ 1.04

These scores represent only one presentation and should not be considered statistically conclusive. However, these results indicate that:

1. On the Pre-Evaluation, the trainees rate their competence level between 5 and 6, which represents "a level of knowledge or skill required of a new entry level officer to perform, or defend him/herself satisfactorily."
2. On the Post-Evaluation, trainees consistently rated their competence level higher by approximately one point on the scale (.7 to 1.47) or a range of scores of 6.73 to 7.19, which generally represents "a level of knowledge or skill which might be expected of an experienced specially trained officer."
3. The attached chart reflects a detailed breakdown by presenter for each of the sixteen subjects.

## Post-Evaluation for Officer Safety/Field Tactics Courses

(To be completed by each trainee at the end of the course)

(Trainee's Name)

(Presenting Institution)

(Beginning Date of Course)

**PART I - PRESENT KNOWLEDGE OF COURSE TOPICS.** Now that you have completed this course, we need to know your perception of your current level of knowledge/skill on each of the course topics.

**Directions:** Using the below rating scale, indicate the degree of your familiarity with the course topics by placing the corresponding number in the box opposite each topic.

### Rating Scale

"Now that I have completed the course, I currently have:

1 ↑	2	3 ↑	4	5 ↑	6	7 ↑	8	9 ↑
no more knowledge or skill than an untrained private citizen."		less knowledge or skill than is necessary at entry level."		a level of knowledge or skill required of a new entry level officer to perform, or defend him/herself, satisfactorily."		a level of knowledge or skill which might be expected of an experienced specially trained officer."		an expert level of knowledge or skill which would allow me to teach others."

1. Arrest and Control Techniques ☐

2. Physical Fitness As It Relates to Officer Survival ☐

3. Vehicle Stops ☐

4. Pedestrian Stops ☐

5. Handling Violent Persons (i.e., mentally deranged, PCP user) ☐

6. Handling Violent Crimes in Progress ☐

7. Building Searches ☐

8. Snipers ☐

9. Ambushes ☐

10. Suspects Holding Hostages ☐

11. Tactical Considerations in "Shoot Out" Situations ☐

12. Discretionary Use of Deadly Force ☐

13. Alternatives to Deadly Force ☐

14. Techniques in Use of Baton ☐

15. Communications and Control During High Hazard Incidents ☐

16. Weapons Capability ☐

(Continued on back)

PART II - GENERAL ATTITUDES.

Directions: Using the below rating scale, place the appropriate number in each box opposite each statement which reflects your degree of agreement or disagreement.

## Rating Scale

1	2	3	4	5
Strongly Agree	Moderately Agree	No Opinion	Moderately Disagree	Strongly Disagree

1. This course acquainted me with real and contemporary threats to personal safety. ☐
2. This course acquainted me with the most common causes of on-duty injuries and fatalities. ☐
3. This course provided me with information that will enable recognition of potential danger to myself and others. ☐
4. This course provided me with practical tips that will enable me to form proper habits, prevent injury, and effectively control high hazard situations. ☐
5. This course related the topic of personal safety to the protection of fellow officers and citizens. ☐
6. This course related the topic of personal safety to effective performance of law enforcement duties in high hazard situations. ☐
7. This course presented a balanced approach between officer safety and police tactics acceptable to the public. ☐

**PART II - PRESENT KNOWLEDGE OF COURSE TOPICS.** After the passage of time, it is recognized some people become more proficient and some less proficient with the topics covered in this course. We want to know your current level of skill or knowledge on each of the topics covered in this course.

**Directions:** Using the below rating scale, indicate the degree of your familiarity with the course topics by placing the corresponding number in the box opposite each topic.

#### Rating Scale

"For each course topic, I currently have:

1 ↑	2	3 ↑	4	5 ↑	6	7 ↑	8	9 ↑
no more knowledge or skill than an untrained private citizen."		less knowledge or skill than is necessary at entry level."		a level of knowledge or skill required of a new entry level officer to perform, or defend him/herself, satisfactorily."		a level of knowledge or skill which might be expected of an experienced specially trained officer."		an expert level of knowledge or skill which would allow me to teach others."

1. Arrest and Control Techniques ☐
2. Physical Fitness As It Relates to Officer Safety ☐
3. Vehicle Stops ☐
4. Pedestrian Stops ☐
5. Handling Violent Persons (i.e., mentally deranged, PCP user) ☐
6. Handling Violent Crimes in Progress ☐
7. Building Searches ☐
8. Snipers ☐
9. Ambushes ☐
10. Suspects Holding Hostages ☐
11. Tactical Considerations in "Shoot Out" Situations ☐
12. Discretionary Use of Deadly Force ☐
13. Alternatives to Deadly Force ☐
14. Techniques in Use of Baton ☐
15. Communications and Control During High Hazard Incidents ☐
16. Weapons Capability ☐



Pre-Evaluation for Officer Safety/Field Tactics Courses

(To be completed by each trainee prior to the course)

(Trainee's Name)

(Presenting Institution)

(Beginning Date of Course)

PART I - PAST KNOWLEDGE OF COURSE TOPICS. We want to know whether you at the time of completing your Basic Course training for entry into law enforcement had sufficient knowledge or skill on each of the topics presented in the Officer Survival/Field Tactics Course.

Directions: Mark and "X" opposite each topic in the Yes or No column indicating whether you possessed sufficient knowledge or skill upon completing your Basic Training for entering law enforcement.

Upon completing your Basic Course training for entry into law enforcement, did you possess sufficient knowledge/skill on each of these topics:

	YES	NO
1. Arrest and Control Techniques	<input type="checkbox"/>	<input type="checkbox"/>
2. Physical Fitness As It Relates to Officer Safety	<input type="checkbox"/>	<input type="checkbox"/>
3. Vehicle Stops	<input type="checkbox"/>	<input type="checkbox"/>
4. Pedestrian Stops	<input type="checkbox"/>	<input type="checkbox"/>
5. Handling Violent Persons (i.e., mentally deranged, PCP user)	<input type="checkbox"/>	<input type="checkbox"/>
6. Handling Violent Crimes in Progress	<input type="checkbox"/>	<input type="checkbox"/>
7. Building Searches	<input type="checkbox"/>	<input type="checkbox"/>
8. Snipers	<input type="checkbox"/>	<input type="checkbox"/>
9. Ambushes	<input type="checkbox"/>	<input type="checkbox"/>
10. Suspects Holding Hostages	<input type="checkbox"/>	<input type="checkbox"/>
11. Tactical Considerations in "Shoot Out" Situations	<input type="checkbox"/>	<input type="checkbox"/>
12. Discretionary Use of Deadly Force	<input type="checkbox"/>	<input type="checkbox"/>
13. Alternatives to Deadly Force	<input type="checkbox"/>	<input type="checkbox"/>
14. Techniques in Use of Baton	<input type="checkbox"/>	<input type="checkbox"/>
15. Communications and Control During High Hazard Incidents	<input type="checkbox"/>	<input type="checkbox"/>
16. Weapons Capability	<input type="checkbox"/>	<input type="checkbox"/>

(Continued on back)

# CHART OF COMPARATIVE RESULTS OF PRE AND POST EVALUATIONS

SUBJECT	California Specialized Training Institute	Law Enforcement Research Associates	Los Medanos Training Center	Santa Rosa Training Center
1. Arrest and Control Techniques	+ .85	+ .68	+2.1	+ .83
2. Physical Fitness as it Relates to Officer Survival	+ .55	+ .92	+ .71	+ .55
3. Vehicle Stops	+ .45	+1.08	+1.28	+ .6
4. Pedestrian Stops	+ .15	+1.48	+ .85	+ .44
5. Handling Violent Persons (i.e. mentally deranged, PCP Users)	+1.05	+1.6	+1.8	+ .83
6. Handling Violent Crimes in Progress	+ .25	+1.28	+1.76	+ .94
7. Building Searches	- .05	+1.32	+1.23	+1.11
8. Snipers	+ .8	+1.48	+2.04	+1.5
9. Ambushes	+1.05	+1.32	+1.76	+1.5
10. Suspects Holding Hostages	+ .95	+1.6	+1.48	+1.72
11. Tactical Considerations in "Shoot Out" Situations	+ .85	+1.6	+1.52	+1.38
12. Discretionary Use of Deadly Force	+ .07	+ .8	+1	+ .77
13. Alternatives to Deadly Force	+ .8	+ .88	+1.29	+ .88
14. Techniques in Use of Baton	+ .8	+ .4	+1.57	+1.33
15. Communications and Control During High Hazard Incidents	+ .5	+1.2	+1.71	1.22
16. Weapons Capability	+ .85	+1.28	+1.52	+ .94
Total	+ .7	+1.18	+1.47	+1.04

Note: These scores represent only one presentation and should not be considered statistically conclusive.

Scores indicate average perceived gain or loss in knowledge/skills of trainees using pre and post survey forms. (Refer to the attached survey forms for scale)

## OFFICER SAFETY/FIELD TACTICS COURSES

Comparative Average Scores For Course Evaluations (CEI)  
(Completed by Course Trainees)

January 1980 - March 1981

	CSTI	Tuition Courses			San Bern.	Avg. for Tuition	Los Medanos	Non-Tuition Courses			Santa Rosa	Average for Non-Tuition
		LERA	2	3				1	2	1		
Number of Presentations Eval.	8				3	13	1	1	2	1	5	
Instructor	1.4	1.1	1.56	1.35	1.2	1.6	1.2	1.2	1.2	1.2	1.3	
Curriculum	1.3	1.1	1.23	1.21	1.1	1.8	1.1	1.1	1.1	1.1	1.27	
Inst. Methodology & Equip	1.6	1.3	1.5	1.46	1.2	1.9	1.2	1.2	1.2	1.2	1.38	
Course Administration	1.4	1.35	1.5	1.42	1.4	1.8	1.4	1.55	1.4	1.4	1.54	
Impact on Student	1.46	1.2	1.26	1.3	1.2	1.6	1.2	1.15	1.2	1.2	1.29	
Test Procedures	2.9	1.85	1.8	2.18	1.0	2.6	1.0	1.8	1.0	1.0	1.6	
Physical Setting	1.36	1.85	2.3	1.83	1.6	2.0	1.6	1.6	1.6	1.6	1.77	
Overall Evaluation	1.15	1.05	1.1	1.1	1.1	1.5	1.1	1.05	1.1	1.1	1.18	

Note: The lower the means average score, the more supportive is the student response.

POST Specified Course Content of  
Officer Safety Field Tactics Courses

The officer safety training course should address the following objectives:

1. Acquaint the trainee with real and contemporary threats to personal safety.
2. Acquaint the trainee with the most common causes of on duty peace officer injuries and fatalities.
3. Provide the trainee with information that will enable recognition of potential danger to himself and others.
4. Provide the trainee with practical tips that will enable him to form proper job habits and prevent injury to himself and others.
5. Relate the topic of personal safety to the protection of fellow officers and citizens, and to the general topic of effective job performance.
6. Create an awareness of threats to personal safety without instilling unreasonable fear for safety in minds of trainees.

The following specific topics should be addressed:

- o arrest and control techniques
- o physical fitness and officer safety
- o vehicle stops
- o pedestrian stops
- o handling violent persons (i.e., mentally deranged, PCP user)
- o handling major crimes in progress
- o building searches
- o snipers
- o ambushes
- o suspects holding hostages
- o tactical considerations in "shoot out" situations
- o discretionary use of deadly force and alternatives to deadly force
- o techniques in use of baton
- o communications and control during high hazard incidents
- o weapons capability.

## AGENDA ITEM SUMMARY SHEET

Agenda Item Title Professionalization Symposium Follow-Up		Meeting Date April 16-17, 1981
Division Operations	Division Director Approval <i>Frank W. Koch</i>	Researched By <i>Brooks Wilson</i>
Executive Director Approval <i>Norman C. Boehm</i>	Date of Approval 4-1-81	Date of Report Mar 13, 1981
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page \_\_\_\_\_).

Issue:

Endorsement, by the Commission, of the recommendations made by the Professionalization Coordinating Committee.

Background:

The Symposium on Professional Issues in Law Enforcement was held on October 1-3, 1980. It was jointly sponsored by POST, CPOA and PORAC and financed by POST. The Symposium resulted in the identification of 21 issues which should be addressed in the interest of professionalization of California law enforcement. The Commission, at its October 1980 meeting, received a report on the Symposium and approved the appointment of an ad hoc Professionalization Coordinating Committee consisting of representation by POST, PORAC and CPOA to research 15 of these issues.

Analysis:

The Committee has met twice and has appointed 6 task forces to address 6 clusters of the 15 issues. Each of the task forces are meeting in March and April and will report their findings to the Professionalization Coordinating Committee on April 15. These in turn will be submitted to the Commission for consideration on April 16 or 17, 1981.

Recommendation:

To be made orally.

**Commission on Peace Officer Standards and Training**

**AGENDA ITEM SUMMARY SHEET**

<b>Agenda Item Title</b> Airport Police - New Category, Specialized Program		<b>Meeting Date</b> April 16-17, 1981
<b>Division</b> Operations	<b>Division Director Approval</b> <i>Bradley W. Kock</i>	<b>Researched By</b> George Fox
<b>Executive Director Approval</b> <i>William C. Allen</i>	<b>Date of Approval</b> 3-30-81	<b>Date of Report</b> March 16, 1981
<b>Purpose:</b> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input checked="" type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page \_\_\_\_\_).

**ISSUE**

With the new provisions of Section 830.4(k) Penal Code, should city and county airport police be admitted into the POST Specialized Program?

**BACKGROUND**

Prior to 1980 legislation, only certain enumerated airports could employ their own peace officers. At present, any city or county airport may employ peace officers.

**ANALYSIS**

There are approximately six airport districts that are immediately eligible to participate in the POST Specialized Program. Some of these departments have already been adhering to POST standards, within adequate selection and training requirements. It is anticipated other city and county airports will establish police departments and will apply to enter the Specialized Program. POST will conduct appropriate inspections of each of the departments to determine adherence to POST standards. As with all Specialized Program participants, there is minimal fiscal impact to the peace officer training fund. The fiscal impact is in the administrative area represented by staff work. The Specialized Program is not reimbursable from the aid to local government budget.

**RECOMMENDATION**

The recommended action of the Commission is a motion to include the city and county airport police category to participate in the POST Specialized Program.

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DEPARTMENT OF PSYCHIATRY  
SCHOOL OF MEDICINE  
THE CENTER FOR THE HEALTH SCIENCES  
LOS ANGELES, CALIFORNIA 90024

February 19, 1981

Mr. Norman C. Boehm, Executive Director  
Commission on Peace Officer Standards and Training  
7100 Bowling Drive, Suite 250  
Sacramento, California 95823

Dear Norman:

Due to my recent auto accident and resulting loss of work time (more than four weeks), I will not be able to attend the March 12-13 meeting of the POST Advisory meeting in Sacramento.

As you know, I have been given a new assignment as Director of the Office of Education at UCLA. Because of the demands of this job, I will need to reduce my outside obligations, particularly those involving travel. For this reason, I will not request that my membership on the POST Advisory Committee (which expires September 1981) be renewed for another term.

I greatly appreciate the opportunity that I have had to serve on this Committee with such distinguished people. I value the friendships formed there. I have been greatly impressed with your management of POST affairs and will miss the opportunity to see you in action.

Many thanks.

A handwritten signature in cursive script, appearing to read "Bob", is written above the typed name.

Robert H. Coombs, Ph.D.  
Professor of Medical Sociology  
Director, Office of Education

RHC:lh

cc: Ms. Barbara Ayres

10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100

10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100